



Starting Primary School: A Parent / Carer's Guide to Holy Trinity CofE, Rothwell



Love, Believe, Achieve





From the Abbey MAT CEOs

Welcome to Holy Trinity C of E Academy, Rothwell.

At Abbey Multi Academy Trust we are passionate about making a difference to the lives of all our children. They are at the heart of everything we do and we strive to inspire learners and change their lives as a result of our educational provision. We are committed to our Trust vision to work 'In Partnership to Educate, Nurture and Empower' our community, so that everyone can flourish and live 'life in all its fullness' (John 10:10).

We want all our schools to be the best they can be and for each child to discover the skills, abilities, talents and interests that lie within them as well as giving them safety, security and the skills they will need to be active, responsible citizens and happy, caring adults in the future. Our aim, quite simply, is to do the very best for children and recognise their individuality and uniqueness. Childhood is a special and wonderful time and no-one gets a second chance at it.

Holy Trinity is a nurturing school, with a strong sense of community. We are proud of how the school works in partnership with parents to provide the best possible start in life for their children. With an aspiring and ambitious

curriculum, children are exposed to a broad and balanced education that provides rich learning opportunities in a safe and supportive environment.

Working alongside the other primary and secondary schools within Abbey Multi Academy Trust, Holy Trinity is prepared to truly collaborate. All our academies have a desire to question, change and innovate to ensure that what we provide enables our children to become successful learners, confident individuals and responsible citizens.

We welcome you to explore our Trust website, where you can find out more about the benefits of Holy Trinity being a part of our Trust.



*Mrs Helen Pratten,
co-CEO & Director of Operations*



*Ms Catherine Garrett,
co-CEO & Director of Education*



Welcome!



Welcome to Holy Trinity C of E Academy

It is my absolute pleasure to welcome you and your child to Holy Trinity CofE Primary Academy. I know that choosing a primary school is a significant decision, and I sincerely thank you for placing your trust in us to nurture and support your child.

As Headteacher, I am incredibly proud to lead such a vibrant and dedicated school community—where love is at the heart of everything we do. We understand that starting primary school is an exciting milestone, but it can also feel overwhelming for both children and parents. You may have many questions, and while this guide will help answer some of them, it will also provide key details about our upcoming transition events, where we will share further information.

At Holy Trinity, we believe that every child is a unique and precious gift. Our dedicated staff work tirelessly to create a nurturing, stimulating environment where each child can flourish. Our broad and balanced curriculum is designed to spark curiosity, inspire a love of learning, and foster a lifelong passion for knowledge.

We are proud of our strong sense of community—a small school with a big

heart! The partnership between school, parents, carers, and the wider community is central to our success. By working together, we can ensure the best possible start for every child. We value open communication and truly appreciate the contributions of all members of our school family.

To help your child settle in smoothly, please take the time to read through this guide and mark the transition dates in your diary. We look forward to sharing more details with you in the summer term.

Above all, please know that we are here to support you every step of the way. If you have any questions or would like to speak with me or any member of our staff, please don't hesitate to reach out.

Warm regards,

Miss Briggs
Headteacher



Our school Vision is **Love, Believe, Achieve.**

At Holy Trinity love is at the heart of all we do and through **love** we believe in ourselves, and achieve our goals.

There are no outsiders at Holy Trinity, just as through the **parable of The Good Samaritan** we learn about neighbourly love.



Find out more!

www.holytrinityce.co.uk/our-church-school/academy-vision

Transition Timeline

Your child's transition to primary school is broken down into phases to be as manageable as possible. Here are the key dates that you should know:



Thursday 4th June 2026, 3:30pm
Teddy Bear Picnic.
(Children & families welcome)



Monday 15th June 2026
Parents Meeting - 6pm
(Children do not need to attend)



September - Start of School:
Wednesday 2nd September - 8:50-12:00
Thursday 3rd September - 8:50-13:00
Friday 4th September - 8:50 - 13:00
Monday 7th September onwards - 8:50 - 3:15



Thursday 11th June 2026, 3:30pm
Teddy Bear Picnic.
(Children & families welcome)



July:
Teacher visits to nursery settings.

Friday 3rd July:
SENCO meetings for parents of pupils with identified additional needs. Contact the school office to make an appointment if your child has SEND

Wednesday 8th July
Thursday 9th July
Friday 10th July:
Stay and Play sessions.
Children will be split into 3 smaller groups and allocated one morning and one afternoon session (on different days).

Wraparound Childcare



Breakfast & After School

Our affordable breakfast and after school club provides childcare for our pupils from **Reception to Year 6**.

Childcare

Breakfast at The Ark:

We offer childcare for pupils from **8:00am to 8.50am**. Children who arrive before 8:40am will be provided a breakfast to fuel their day ahead.

After School at The Ark:

We offer childcare from **3:15pm to 6:00pm**, and snacks are provided to keep the children happy and refreshed.



Explore & Energise

Outdoor & Indoor Play

Express Creativity

Arts & Crafts

Explore New Skills

Computing

Build Confidence

Dance & Drama

...and so much more!



Find out more!

To find out more about what's on & how to book:
www.holytrinityce.co.uk/parents/arkids

Open term time only.

Getting Ready for September

Preparing for your child to go to school for the first time can be daunting if you are unsure of what to expect. We have organised some tips to help your family to get ready for September and make the transition as easy as possible.

Get prepared for the practical aspects of starting school by:



Practising the school run.



Finding out what items your child will need to bring with them.



Making a note of important dates in the school year.

Help your child to build independence by encouraging them to:



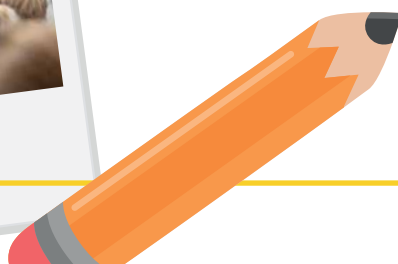
Put on their own shoes and coat.



Use a knife and fork on their own.



Go to the toilet on their own.



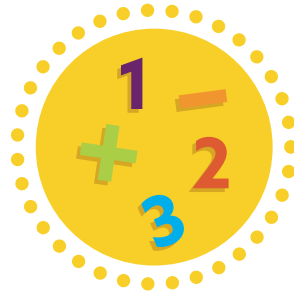
Help your child with learning words and numbers by:



Displaying their name around the house to encourage them to recognise it.



Listening to your child read as much as possible.



Bringing maths into everyday life - by identifying shapes around the house, for example.



Help develop your child's fine motor skills with drawing and mark making.

Create a good atmosphere around the thought of school by:



Making the first morning as relaxed as possible.



Establishing a consistent morning routine.



Being positive about school and your child's learning.



Asking positive questions: "What was good about your day?"



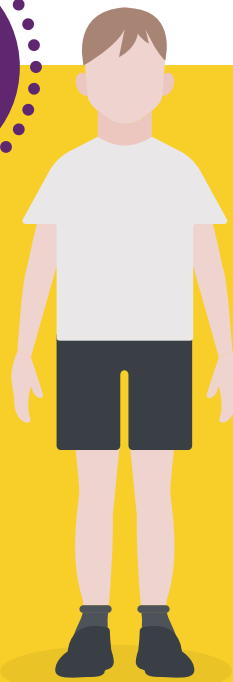
Keeping in touch with school - reading letters sent home will keep you in the loop.



Uniform & PE Kit

Wearing a uniform helps pupils to feel a sense of pride in their school and a sense of belonging. We ask that you encourage your child to wear their uniform proudly and properly, and clearly label all items of clothing with your child's name.

Name
label all
items of
clothing



- Purple sweatshirt or cardigan (preferably with school logo).
- White or yellow polo shirt.
- Black or grey trousers, skirt, or pinafore dress.
- Black shoes (outdoor).
- Black pumps (indoor).
- In summer: black or grey shorts / yellow or purple gingham dress.

PE lessons will start after October half-term. For PE lessons, children are asked to wear:

- Plain white t-shirt.
- Black shorts.
- Black plimsolls.
- For outside: black jogging bottoms and trainers.



Branded school items can be purchased from Graham Briggs School Outfitters via their website.

Non-branded items can be purchased from many high street stores, supermarkets and online shops.



Second hand school uniform may also be available from **Leeds Uniform Exchange** online or on Facebook at: www.facebook.com/groups/leedsschooluniformexchange/

Equipment

As well as their uniform, please ensure that your child comes to school with:



A filled water bottle
(water only please).



Their purple book bag.
No other bags allowed.
(Please fill in the name label).



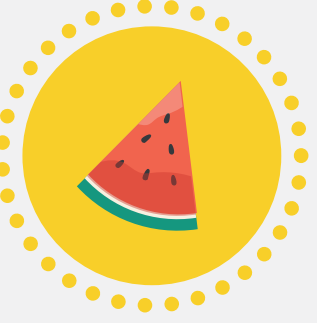
A pair of wellies.



Spare underwear.



A coat.



A piece of fruit or
veg in a named container
or bag (optional).

Communication

We value partnerships with our school families and know that communication is vital to making the school-home relationship work. We hugely value input from parents and carers, and use a variety of communication methods to suit different needs.

Communication can be made through:



Tapestry - the online portal we use to share information with families.



Email - Your email will be diverted to the appropriate staff member.
info@holytrinityce.co.uk



Phone - our office staff are happy to answer any queries during the school day.
0113 859 1842



Face-to-face communication
- there are opportunities to speak to school staff at drop-off and pick-up times.



Letters home - please read all letters carefully as they include important information.



Events & School Calendar

We know how important it is for you to feel part of the school, and of your child's education. We regularly host:


- Stay and play sessions.
- Educational support sessions - such as phonics and maths workshops.
- Family collective worship/celebration assemblies.

We try to give as much notice as possible for school events. We will be sharing a calendar for the year in September. Look out for:

- Autumn Term parents' evening.
- Autumn Term parents' workshops on phonics and maths.
- Reception and KS1 Christmas Nativity.
- Christmas Service at Holy Trinity Church.
- Spring Term parents' evening.
- Easter Service at Holy Trinity Church.
- Various school trips.



Visit our website to view the **'Latest'** menu for Letters, Newsletters and school calendar.

 www.holytrinityce.co.uk

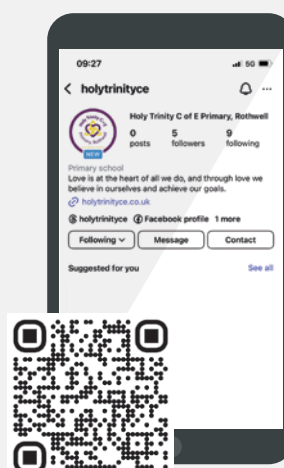
Social Media

We know it is also important to see the school in action. We regularly share messages, images and videos of activities in school on social media. Please do feel free to take a look so you can get a sense of what is happening in school at the moment and how wonderful our children are.

Find us on Facebook and Instagram.



www.facebook.com/holytrinityce



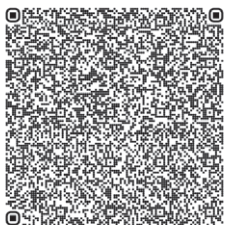
[@holytrinityce](https://www.instagram.com/holytrinityce)
www.instagram.com/holytrinityce

Getting to School

The school can be accessed via a number of alleyways leading to Abraham Hill, Orchard Way. A number of parents walk, scoot, or cycle with their children to school. We have scooter and cycle racks available where these can be stored during the day.

Driving & Parking

We recognise that a small number of parents may need to drive to school. **Please be aware that Queensway is a narrow road and can become quite busy** during school drop-off and pick-up times, making parking challenging. We kindly ask that you park considerately and remain mindful of our neighbours.



Google
Street View



Holy Trinity C of E Academy, Queensway, Rothwell LS26 0NB

Term Dates

We know booking holidays and/or planning childcare can present logistical challenges and wanted to share our Term Dates at this point.

School opens after Summer Holiday	Wednesday 2nd September 2026
Last day of school before Half Term	Thursday 22nd October 2026
School opens after Half Term	Monday 2nd November 2026
School closes for Christmas Holiday	Friday 18th December 2026
School opens after Christmas Holiday	Monday 4th January 2027
School closes for Half Term	Friday 12th February 2027
School opens after Half Term	Monday 22nd February 2027
Good Friday - School Closed	Friday 26th March 2027
Easter Monday - School Closed	Monday 29th March 2027
School closes for Easter Holiday	Thursday 25th March 2027
School opens after Easter Holiday	Monday 19th April 2027
School is closed for May Day Bank Holiday	Monday 3rd May 2027
Last day of school before Half Term	Friday 28th May 2027
School opens after Half Term	Monday 7th June 2027
Last Day of school before Summer Holiday	Tuesday 20th July 2027

Training Days

School closed to pupils

Tuesday 1st September 2026

Friday 23rd October 2026

Friday 29th January 2027

Wednesday 21st July 2027

Thursday 22nd July 2027

Plus one additional training day which will be confirmed once we have a date for the opening of our new school building



Attendance

Good attendance from the start of primary school sets the foundation for **success both socially and academically**.

Establishing good attendance habits will help your child **develop good routines, build better relationships with their friends, and help them feel more secure and confident**.

Attendance is now led by **Miss Briggs** and **Miss Waddington**, working closely with our BCL Attendance Team. Together they will support you in overcoming any barriers to good attendance.



Visit our website to view our **School day & term dates page**.



To promote good attendance throughout the school, we ask that:



Children only take time off for illness and exceptional circumstances. We cannot authorise time out of school for family holidays or leisure purposes. We would also be grateful if GP and dentist appointments were arranged outside of school hours where at all possible.



School times:

Children arrive at school in good time. Gates open at **8:40am**, classroom doors open at **8:45am** and registers taken at **8:50am**.



Contact us:

You let us know if your child is unable to attend school as soon as possible by calling **0113 859 1842**.

Our New School Building

Holy Trinity CofE Primary has been part of the Rothwell community since the 1960s, educating generations of local children. As part of the Department for Education School Rebuilding Programme, construction on our new school building began in 2025.

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The new building has been designed to give our pupils the best possible learning experience. It will include bright modern classrooms, a spacious hall, office and meeting spaces plus specialist rooms for subjects such as food technology. Each classroom will feature up-to-date technology that helps bring learning to life.

Caring for our environment is very important to us. The new Holy Trinity building is planned as a Net Zero in operation site and will include solar panels and a ground source heat pump to meet the latest energy efficiency standards. This supports our Trust commitment to sustainability and helps us play our part in building a greener future.

Throughout the project pupils have also enjoyed learning more about construction and why sustainable design matters.

We are thrilled to be creating a modern and welcoming space where children can continue to learn and grow for many years to come.



Follow Our Progress!

Our School Building Blog page

www.holytrinityce.co.uk/our-church-school/our-new-school



Our Food

We know great food helps children learn and feel their best!

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Our in-school kitchen prepares **fresh and nutritious dishes every day**, offering a variety of satisfying meals.

Our menus are designed to give children **tasty, appealing and balanced lunches** that support a healthy lifestyle. **Innovate** provides a three-week rotating menu that offers plenty of choice. Each day children can select a hot main meal (meat or vegetarian), filled rolls, baked potatoes and fresh pasta along with sides, salad and homemade bread.

There is also a daily sweet treat or alternatives such as jelly, fruit or yoghurt.

By combining familiar favourites with new options and special theme days, **Innovate** creates an exciting menu that children enjoy.

At lunchtime water is available to drink and staff are on hand to help if needed.

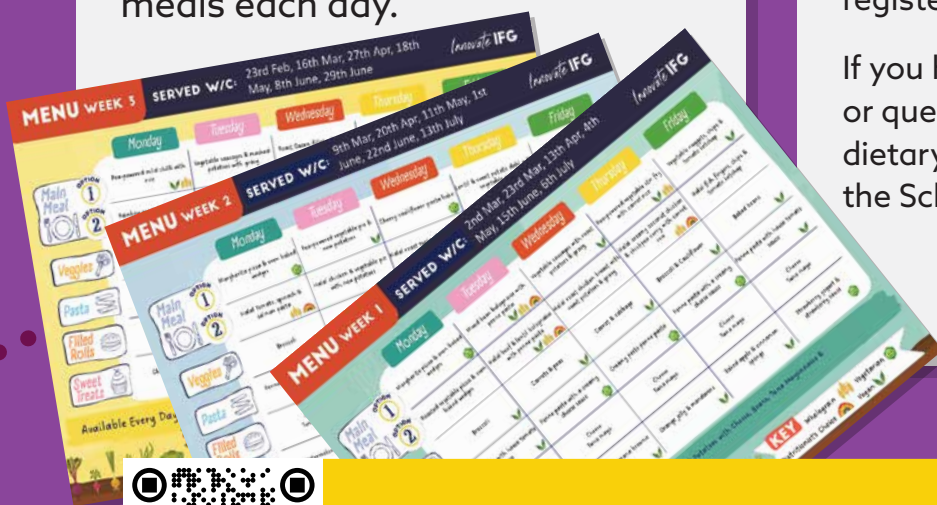
FREE School Meals

All children will get FREE school meals in Reception, Year 1 and Year 2. They can choose from several exciting and nutritious meals each day.

Food Allergies and Intolerances

Innovate are committed to providing suitable meals for all children. Please ensure that your child's allergy or dietary requirements have been registered at the school office.

If you have any questions about menus or queries relating to your child's dietary requirements, please speak to the School Office.



Curious about what's on the plate?
www.holytrinityce.co.uk/parents/lunches

SEND at Our School

At Holy Trinity, all our staff are passionate about improving the educational and personal outcomes of every child, especially those who are vulnerable or have Special Educational Needs and Disabilities (SEND).

As part of our welcome process, you will be invited to complete forms where you can share important information about your child's needs. There will also be plenty of opportunities to speak with us directly and let us know anything that will help us support your child effectively.

We will liaise with your child's nursery or preschool to gather relevant information and support a smooth and positive transition into school, too.



SENCO meetings for parents Friday 3rd July:

SENCO meetings for parents of pupils with identified additional needs. Please contact the school office to make an appointment if your child has SEND.

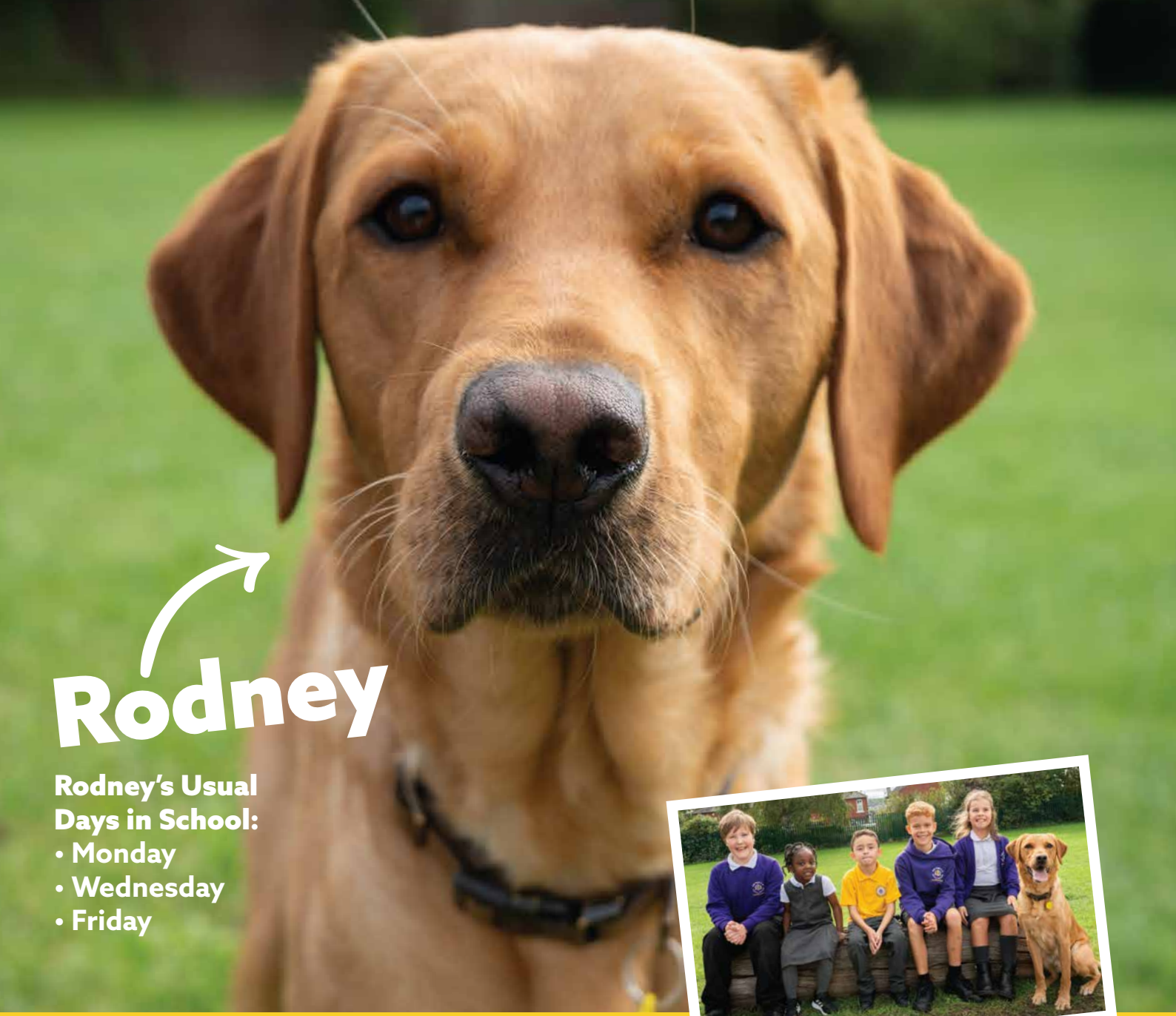


To find out more, visit our website

SEND page

www.holytrinityce.co.uk/parents/send

Our School Dog



→
Rodney

Rodney's Usual Days in School:

- Monday
- Wednesday
- Friday

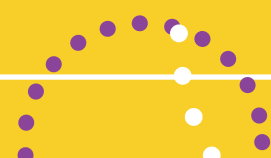


Our friendly school dog, **Rodney**, is part of our school community

Rodney supports wellbeing, confidence and calm across school life.

If you are a visitor and have a dog allergy or dog phobia, please speak to the School Office and we will make suitable arrangements for your visit.

Thank you for helping us keep our school welcoming and safe for everyone!



Useful Contacts

We hope that the information in this guide has been helpful and reassuring. If you do have any further questions or concerns, please get in touch:

Chair of Governors

Adam Burwell

SENCO:

Sophie Micklethwaite

Office Manager

Miss Kelly Waddington

Headteacher:


Miss Gemma Briggs

DSL

Mrs Helen Owen

Holy Trinity C of E Academy

Queensway
Rothwell, Leeds
LS26 0NB

 0113 859 1842

 info@holytrinityce.co.uk



 www.holytrinityce.co.uk



 www.facebook.com/holytrinityce



 @holytrinityce

Our School Day & Term Dates



Our Wraparound Childcare

The Ark



Our Uniform

Uniform page



Graham Briggs



Branded school items can be purchased from Graham Briggs School Outfitters.

Non-branded items can be purchased from many high street stores, supermarkets and online shops.

Our PTA

If you would like to get involved, please let our school office know or contact the PTA directly at:

 holytrinityrothwellpta@gmail.com

Love, Believe, Achieve

At Holy Trinity **love** is at the heart of all we do and through love we **believe** in ourselves and **achieve** our goals.

Holy Trinity Rothwell C of E Academy
Queensway
Rothwell, Leeds
LS26 0NB

✉ info@holytrinityce.co.uk

🌐 www.holytrinityce.co.uk

☎ Tel: 0113 859 1842

📘 facebook.com/holytrinityce

📷 [@holytrinityce](https://instagram.com/holytrinityce)



Love, Believe, Achieve

