

Melling St Wilfrid CE Primary School

For the love of learning, friendship and faith



January 2026

Dear families,

Happy new year. I hope you all had a wonderful Christmas break. It's great to be back and to see the children full of enthusiasm and ready for learning. We are looking forward to an action packed spring term so keep a look out for the diary dates coming up!

Yours truly,

Fiona Ip

Our 'Open Door' policy remains in place, teachers can be contacted via the following email addresses: a.howker@melling.lancs.sch.uk, diane.smith@melling.lancs.sch.uk, e.clarke@melling.lancs.sch.uk, tara.ablett@melling.lancs.sch.uk

For other matters please continue to contact Rebecca via bursar@melling.lancs.sch.uk Or Mrs Ip via head@melling.lancs.sch.uk.

Please allow time for staff to respond to emails, which will routinely be in working hours only (8.45am - 4pm, Monday to Friday).

Alternatively, contact the school by telephone on 015242 21538.

New Governors

We are delighted to welcome Claire Townson, Frances Conder & Sandra Towers to our Governing body. We look forward to working with them in their new roles.

Staffing Update

We said goodbye to Mrs Martin at the end of last term, we thank her for all her hard work and wish her all the best in her new job. We will keep in touch and look forward to seeing her soon.

The Juniors will be taught by Mrs Howker Monday/Tuesday/Wednesday and Mrs Smith on Thursday & Friday.

The Infants will be taught by Ms Ablett on Monday & Tuesday and Mrs Clarke on Wednesday/Thursday & Friday.

We are very lucky to have such a flexible teaching team who all know the children so well.

School Admissions

School admissions are open for children due to start primary school in September 2026 at: School admissions - Lancashire County Council.

Applications should be made through your local council, even if you are applying for a school in another council area. Primary school applications must be submitted by 15th January 2026.

Nut Free School Reminder

Just a reminder that we are a nut free school. Due to a member of staff having a serious nut allergy we ask that nuts are not brought into school. Thank you for your understanding with this matter.

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After School Club

Bookings for After School Club can be made in the 'Booking & Payments' area of School Spider.

Tuesday - Dance with Rosie May

Wednesday - Club with Becky

3.15pm - 4.30pm

£3.00 per session / child

Isle of Man 2026

We are delighted to have secured the booking for the 2026 Isle of Man residential! This trip is open to children in years 5 and 6.

Monday 8th to Friday 12th June 2026

Approximate cost of the trip £400 per child (this will be finalised once the ferry costs are confirmed).

The School Day

8.45am - 3.15pm

Please ensure all children are here for a prompt start for the first lesson.

Children can be dropped off between 8:35 and 8:45 am and come straight into class. Before school childcare (no food served) is available every day from 8am and does not need to be booked in advance, just bring your child along. This is charged at £1.50 per child/day.

Swimming Lessons - Tuesdays

Children in Years 1 - 6 will continue to take part in swimming lessons on Tuesdays at Hornby pool.

They will need:

Swimwear - Trunks / Costumes - No shorts / Long Shorts / Bikinis / Tankinis

Towel

Bag

Hair- long hair tied back or hat / cap (Boys and Girls)

Goggles can only be worn if the permission slip has been completed and returned to school.

All Jewellery to be removed - Watches, Bracelets, Necklaces, Earrings

Thank you

****PE (Day Change)****

This half term children will have:

Dance on Monday (PE kit not required)

Swimming on Tuesday (Y1 - 6)

PE on Friday (Reception - Y6)

PE kits can be kept in school for the week.

School Spider App

Please ensure you have downloaded the 'School Spider' app so you can make bookings/payments, complete surveys & permissions and receive messages from school. We use School Spider most days so it is important that you are able to access your parent account. Please contact the school office if you need any help logging in.

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Dinner Money

If your KS2 child has school dinners the cost from September is £2.70 per day.

If you believe your child is eligible for free school meals, please go to the Lancashire County Council website: Free school meals and pupil premium

All balances are now available to view and pay via School Spider. If you are experiencing difficulty paying your invoice, please speak to Rebeca in confidence.

Please check your parent account for outstanding invoices. Thank you

Absence Reporting & Attendance

****Absences can be reported via School Spider****

If your child is going to be absent from school please leave a phone message or email bursar@melling.lancs.sch.uk before 9am on the day of each absence. Absences can also be reported via School Spider. If a phone call/email is not received we will need to call you during the morning to find out where they are as part of our safeguarding responsibility. Please see our updated attendance policy on the school website.