



Wishing you all a wonderful holiday. Thank you as ever, to you as well as our wonderful staff team. Rachel Breen, Headteacher

Vacancy for Admin Assistant / Organisational Support – Pupil Services (NJC Role C)

Cottesmore St Mary wish to appoint an enthusiastic, motivated, flexible and committed member of the Office Team to work in our busy school. Applicants will oversee Pupil Services, which will include areas such as whole school attendance, admissions, educational visits, pupil events, medical systems and the school census.

This role will allow you to join our committed and hardworking office team, using your own initiative, as well as experience and knowledge of working in previous organisations, to manage the differing areas and make decisions in order to carry out tasks effectively. The successful applicant will have good communication skills in order to liaise effectively with a range of stakeholders and agencies. They will be able to multi task whilst showing excellent attention to detail and be able to manage their time effectively. The successful applicant will support the Catholic vision of our school.

Applicants must have previous experience of working in an organisation that required a similar range of skills needed for this role (this does not have to be a school setting). The applicant will have good numerical, literacy and computer skills.

Hours will be 8.30am – 3.30pm daily.

Closing Date: 9am Thursday 3rd March 2022 (only successful candidates will be contacted)

Interview Date: 10th / 11th March 2022

The application pack is obtainable from the school website <http://www.cottesmore.brighton-hove.sch.uk/page/job-vacancies/> Please contact Natasha

Camilleri natashacamilleri@cottesmore.brighton-hove.sch.uk via email or via phone on 01273 555811 for more information.

Cottesmore St Mary Catholic Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Farewell Mrs Yahiatene

We are sorry to say that Mrs Yahiatene, from the front office (Pupil Services role eg admissions, medical, attendance etc) has secured herself a promotion over at Cardinal Newman and, whilst she will be very sorry to leave Cottesmore, Newman offers greater development career wise. Mrs Yahiatene will still liaise with the school and work alongside whoever is successfully appointed to her role. However, we will be very sorry to see her go. Mrs Wright, who works as Front of House in the school office is also reducing her hours due to changes in her personal circumstances. Mrs Wright will still remain working at Cottesmore but in a different capacity. Therefore, we are also advertising for a new 3 day a week Front of House team member

Message from Father Alexander (St Peters)

ART COMPETITION - We, at St Peter's, are holding a competition which we would like you to join. As part of our Platinum Jubilee celebrations, we propose to display three banners on the Church wall on Portland Road. To this end all the children of St Peter's, Cottesmore and St Mary's, are being invited to submit a design for one of the banners. They are looking for something original that will make passers by stop and look. Submissions need to be on a sheet of A4 which can then be sent to the printers, via email, and blown up to 5 times 3 metres, so they should be sufficiently detailed. They want this display up for June, so submissions need to be sent before then.



Vacancy for Admin Assistant / Front of House (NJC Role B) Wednesday – Friday

Cottesmore St Mary wish to appoint an enthusiastic, motivated, flexible and committed member of the Office Team to work in our busy school office three days a week. The successful applicant will be responsible for overseeing the Front of House, in addition to communication with parents - face to face, email, text and phone. The successful applicant will use their own initiative, as well as their experience and knowledge to deal with differing queries and make decisions to carry out tasks effectively. The successful applicant will have good communication skills and a friendly disposition in order to liaise with colleagues, pupils, visitors and others both face to face and over the phone. The successful applicant will support the Catholic vision of our school.

Applicants must have good inter-personal skills in addition to good numerical, literacy and computer skills.

Hours will be 7.30am (or 8am) – 3.30pm Wednesday – Friday

Closing Date: 9am Wednesday 23rd February 2022 (only successful candidates will be contacted)

Interview Dates: Week commencing 28th February 2022

The application pack is obtainable from the school website <http://www.cottesmore.brighton-hove.sch.uk/page/job-vacancies/> Please contact Natasha

Camilleri natashacamilleri@cottesmore.brighton-hove.sch.uk via email or via phone on 01273 555811 for more information.

Cottesmore St Mary Catholic Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Calling all garden landscapers.

We are very excited to announce the redevelopment of the pond area in the KS2 playground into a Psalm Garden. This idea was a winning exhibit at RHS Chelsea in 2021 and is based on the calm words of Psalm 23. You may remember that children completed designs for these last term, during Grandparents' day. We would love a parent, or local business, to volunteer to get involved to help us create our own spectacular space.

Psalm 23

The Lord is my Shepherd, I shall not want;

he makes me lie down in green pastures.

He leads me beside still waters;

he restores my soul.

He leads me in paths of righteousness

for his name's sake.

The words of Psalm 23 lend themselves to a garden offering contentment and peace, somewhere to appreciate the beauty of God's creations. We have a dry pond that needs a new lease of life and some creative ideas for seating. Please get in touch if this sounds like a project you could help us with

jomccartney@cottesmore.brighton-hove.sch.uk



HALF TERM MONDAY 14 th – FRIDAY 18 th FEBRUARY	
	LENT
MONDAY 21 st	- International Mother Language Day - Fairtrade Fortnight
TUESDAY 22 nd	
WEDNESDAY 23 rd	Hight Five Netball (Yr6) 2.30pm - 4.30pm
THURSDAY 24 th	Buddy Mass at CNCs for Y6 & YR with Canon Colin
FRIDAY 25 th	
March	
MONDAY 28 th	- Fairtrade Fortnight - Forest School – Yr1 St George (AM) - Forest School – Yr3 St Martin (PM)
TUESDAY 1 st	Shrove Tuesday
WEDNESDAY 2 nd	- Forest School – Yr1 St Theresa (AM) - Forest School – Yr4 St Lewinna (PM) - Children only Ash Wednesday Mass in School
THURSDAY 3 rd	- World Book Day - Parents Evening
FRIDAY 4 th	
MONDAY 7 th	
TUESDAY 8 th	- Parents Evening - International Women's Day
WEDNESDAY 9 th	- Forest School – Yr1 St George (AM) - Forest School – Yr3 St Cecilia (PM)
THURSDAY 10 th	
FRIDAY 11 th	
MONDAY 14 th	Science Week
TUESDAY 15 th	
WEDNESDAY 16 th	- Forest School – Yr1 St Theresa (AM) - Forest School – Yr2 St Patrick (PM)
THURSDAY 17 th	- St Patrick's Day
Friday 18 th	Comic Relief (red nose day) Children to come to school in red or colourful clothes
MONDAY 21 st	
TUESDAY 22 nd	- World Water Day
WEDNESDAY 23 rd	- Forest School – Yr1 St George (AM) - Forest School – Yr2 St Monica (PM)
THURSDAY 24 th	
FRIDAY 25 th	- Annunciation of the Lord
APRIL	
MONDAY 28 th	- Reception Trip to Drucillas - Y5 & Y6 visit Sacred Heart Church for the Stations of the Cross
TUESDAY 29 th	
WEDNESDAY 30 th	- Honey Pot Party (AM & PM)
THURSDAY 31 st	
FRIDAY 1 st	
SATURDAY 2 nd	World Autism Awareness
MONDAY 4 th	2.30pm Y6 - Outdoor Easter Liturgy outside with Parents - School Nurse Reception Hearing and Sights Screening
TUESDAY 5 th	9.15am YR - Outdoor Easter Liturgy outside with Parents 2.30pm Y5 - Outdoor Easter Liturgy outside with Parents School Nurse Reception Hearing and Sights Screening TAG Rugby - YRS & Yr6 – 10am-12.30pm
WEDNESDAY 6 th	9.15am Y1 - Outdoor Easter Liturgy outside with Parents 2.30pm Y4 - Outdoor Easter Liturgy outside with Parents - School Nurse Reception Hearing and Sights Screening - Y6 Netball Tournament – Portslade & Hove
THURSDAY 7 th	9.15am Y2 - Outdoor Easter Liturgy outside with Parents 2.30pm Y3 - Outdoor Easter Liturgy outside with Parents
FRIDAY 8 th	End of term – Easter Holidays
EASTER HOLIDAYS Monday 11 th April – Sunday 24 th April Outdoors Project Easter school all holiday	