



Newsletter

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An Academy as part of The Westbrook Trust

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Headline:

Attendance and Lateness

As you know we are very keen to promote good attendance and have robust systems and structures to monitor and support this. The children are also **keen to raise our attendance rates.**

If your child is absent from school please let us know by calling the absence line. If you forget to call, we will contact you to find the reason for your child's absence. This is to help us check that your child is safe and also to decide what type of absence to record. If you do not provide us with the information requested, the absence will automatically be recorded as unauthorised which will go on your child's record. If your child is feeling "under the weather" please remember that we can administer medication in school. You simply need to complete a permission form at the front office. **We are always happy to monitor a child who is feeling poorly and keep you updated during the day.** We will ask you to collect them if necessary. If at all possible, please arrange medical appointments for after school or during holiday times.

If your child struggles with their attendance we will refer you to the local authority Attendance Advisor for Schools and Academies (AASA). They will often call on you to discuss your situation and offer support. They may also ask you to provide medical evidence to confirm your child's illness (such as a doctor's appointment card, a prescription or evidence of medication) The AASA can also issue court warning letters and fixed penalty notices as they see fit. Remember, the law changed last year regarding 'leave of absence' and now family holidays are no longer authorised at the head teacher's discretion. Family holidays over 5 days may automatically trigger a fine unless there are very exceptional circumstances.

Every child who arrives after 08:45 a.m. must enter school by the main

entrance and report to reception where their name and reason for lateness will be recorded. The pupil will be given a late mark on their permanent school record. After 09:15 they will be marked as late after registration and this will count as an unauthorised absence. Frequent lateness will be discussed with parents at open evening and may be referred to the Family Liaison Officer or Attendance Advisory Person at Medway Council. If your child arrives after 0900 the lunch options will have already been sent to the catering staff so your child will be unable to choose their own lunch option.

Class	Unauthorised Absences	% Attend	Lates %	Number of sessions affected by lateness (2 sessions per day)
Nursery AM	12	93.3	2.34	46
Nursery PM	40	90.7	0.74	11
FS2L	24	92.9	0.34	11
FS2H	19	92.6	0.28	9
FS2B	4	95.6	0.47	13
1B	34	96.2	1.21	55
1C	31	95.8	1.54	75
2C	77	95.5	2.60	113
2R	54	96.2	2.06	89
3/4K	46	95.5	1.56	78
3/4M	27	97.0	1.53	76
3/4F	62	95.7	2.07	104
5/6B	68	95.1	0.90	42
6S	61	95.4	1.13	55
5S	26	96.6	0.85	38
Totals	585	95.3		

Food for thought:

Since the beginning of September, pupils have lost 10,217 minutes of school time due to lateness.

This equates to 170.28 hours which is 26.2 school days lost

Coming Soon

Class Assemblies in the school hall at 0900 and afterwards join your child for refreshments in their classroom

**Wednesday 25th January - 1C
Wednesday 1st February - 2C**

Friday 10th February

Whole school "Tag" Day - Pay £1 and your child can wear their own clothes to school

**Friday 24th March
Red Nose Day**

Winter Term 2017

Tuesday 3rd January –
Friday 10th February

Easter Term 2017

Tuesday 21st February – Friday
31st March

Spring Term 2017

Tuesday 18th April –
Friday 26th May
Bank holiday Monday 1st May

Summer Term 2017

Tuesday 6th June –
Tuesday 25th July

Last week's top three highest attendance was achieved by the following classes:

**94.9% - 6S
95.3% - 5/6B
96.7% - 3/4M**

News

Parent Consultations for FS2 - Year 6

Parent Consultations are on Tuesday 7th and Thursday 9th February. This is your opportunity to find out how your child is getting on at school and have a chat with their teacher. Please complete the form (one per family) and tick as many time slots as possible. We will do our very best to offer you one of your slots.

FS1 parents will receive individual invitations. If you do not receive an invitation, you will have a chance to meet the teacher later in the year.

Year R Vision Screening

Pupils in FS2 (Year R) are having their vision screened on Wednesday 25th January. The consent form is attached to this newsletter and also available on the website. Thank you for your support.

NSPCC

We raised £225.20 with our cake sale in aid of NSPCC. Thank you for your support.

Pickleball Club

Medway Sport is bringing a brand new sport to Medway this week - A Pickleball Club will be launching at Medway Park every Wednesday, 6pm – 8pm.

This club is completely **FREE** for people of **all ages!** It's the perfect sport for a whole family or group of friends to come along and get involved. All equipment will be provided by the Medway Sport Team each week.

One Big Family

We have now filled 3 large boxes and One Big Family are delighted. Your donations are being distributed to people in need in our local area and are making a difference to these people's lives, especially during this time of such bitter cold weather.

We are also pleased to share that One Big Family have recently gained 'charity status.'

The collection box will remain in the school foyer until at least the start of Spring, or until you run out of things to donate!

Friday Clubs

If your child has been allocated a Friday club and no longer wishes to attend, please inform the school office as we have a waiting list. Thank you.

"Tag" Day

Due to popular demand (to fit in with washing schedules!) we have altered our "Tag" day and it will now be on Friday 10th February - the last day of term. If you pay £1 your child may wear their own clothes to school.



Rights Respecting Schools

As a Rights Respecting School, every week we remind ourselves of an article from the Convention of the Rights of the Child:

Article 17 :

You have the right to get information that is important to your well-being, from radio, newspaper, books, computers and other sources. Adults should make sure that the information you are getting is not harmful, and help you find and understand the information you need.

Reminders

Breakfast and Afterschool club

If your child is over 5 and you would like to drop them to school a little earlier or collect them later, we run a breakfast and afterschool club at school. The details are on the website, including a contract which must be completed and handed in prior to any bookings. We are very competitively priced and offer both breakfast and a light snack for tea if required.

PGL Payments

The final instalment for the PGL trip must be paid by Tuesday 21st February. Thank you.

Pat on the Back

3/4K - Bethany for her perseverance with her maths learning this week and Charlie for always being polite and especially helpful in assisting with the routines within class

3/4M - Charlotte & Ayum for their great scores in the Big Maths Test

3/4F - James for working hard in maths and Max for his imagination in his story writing

5/6B - Leon for his numeracy work. Sarah for her RWI work

5S - Hadi for his geography work, using an atlas and i-pad to find out facts about North America and Mexico. Samuel for being a helpful group member, finding a solution so everyone got their work done

6S - Elsie for her improved stamina in maths.

Ruby for dedication to her learning

Inclusions:

- Parent consultation letter
- Year R consent form

This school is committed to safeguarding and promoting the welfare of children, achieving equal opportunities and combating discrimination.

Head Teacher: Mrs Sue Mason

Assistant Heads : Mrs Price (4-7 year olds) and Mr Presneill (7-11 year olds)

Family Liaison Officer (for families with children aged 5-11) Mrs Karen Liddle 07535 696125

Community Liaison Officers (for families with children aged 0-5) Mrs Julie Flain 07535 696126 & Mrs Shona Budge 07947 997295