

# Arden Forest Infant School

[www.ardenforest.warwickshire.sch.uk](http://www.ardenforest.warwickshire.sch.uk)



February 2024 Newsletter : No 6



## Head's News

Dear Parents and Carers,

The Spring Term continues to be busy, despite it being another short half term! This week Reception children are going to Ash End Farm. Year One have begun practising for their Spring / Easter Play and Year Two are busy with improving their writing skills, developing their accuracy when writing sentences, especially over a series of sentences.

We have lots of events for our families to engage with, eg Zones of Regulation for Parents, Ladies Day events, 'Phonics Live,' and hopefully an Easter Bingo (more information to follow).

We are keen to build a team of parents who can contribute to developing a PTA. If you are willing and can offer support, even if only a small amount of time, it would be appreciated, as there are lots of things we would like to do and have to improve the school. Please contact the school office to express your interest.

Similarly we are in need of some Parent Governors, to grow the team. Please see letter that also accompanies this newsletter.

Warm regards

Mrs R Gunn

## SCHOOL START AND FINISH TIMES.



8.25am Gates Open

8.30am Classroom doors open

8.35am School starts, all classes

3.05pm School finishes, all classes

Please arrive promptly as lessons, such as phonics, start at 8.45am.

## Internet Safety Week

Before the holidays, the School Councillors ran an Internet Safety competition and asked children to create either a poster or an internet superhero.

Thank you to all the children who took part- all entries are now on display in the Library! Our 3 lucky winners are:

Reception: Elsie B

Year 1: Emily T

Year 2: Rupert R

Well Done!

## Internet Safety Week - WINNERS



## Notice for parents

To comply with the Pupil Registration Regulations amended 2016 and Data Protection expectations, it is vitally important that **Arden Forest Infant School** keeps accurate and up to date information relating to every pupil on roll.

The information we are required to record includes:

Pupil's full legal name (and if appropriate, their preferred name).

The name, address and contact details of every person known to the school/academy who is a parent\* to the pupil with whom the pupil normally resides (this is the address that has been used to register with their GP).

The name, address and contact details of any additional parent\*.

Any other emergency contact details.

In order to gather this information, every year we send out data collection forms. Parents are asked to complete the form with as much information as possible and then return to the school, signed and dated. We would ask that even where there are no amendments to the data collection sheet, parents return the form, signed and dated.

**Arden Forest Infant School** requests that if you change your contact number, move home or there are any other circumstances which may impact your child, the school is notified as a priority.

N.B. \*The Education Act 1996 defines a 'parent' as a). any natural parent, whether married or not, b). any parent who, although not a natural parent, has parental responsibility as defined in the Children Act (1989) for a child or young person c). any person who, although not a natural parent, has care of a child or young person.

## Attendance

Good attendance can positively impact on your child's progress and development and vice versa for poor attendance.

National statistics from the DfE show that across the academic year 2022/23, 22.3% of pupils missed 10% or more of their possible sessions and were therefore identified as 'persistently absent'. For a child to be identified as 'Persistently absent' means that they will have missed 10 days in a full academic year. Attendance is also a part of our **Safeguarding duty; therefore, any absence can result in a home visit.**

Please also be mindful not to encourage your child to lie about the reason they have been absent, as this is known to cause great anxiety in children. The children will almost always be honest and tell us if they have been on holiday, as they are too excited to share their experiences with the staff!



## Little Explorers

Every Tuesday 10-11am we have Sharon from The Creation Station, coming into School to run an Arts & Crafts class for children aged 17 months- 4 years. Bookings can be made via the website & are £6.50 per child.

<https://portal.thecreationstation.franscape.io/class-overview/5831>

The creative classes follow a theme for the term and encourage little minds to be imaginative. It is also a wonderful way for adults to meet, have a cuppa and share experiences before the children start School.

It would be amazing if we could have more families join us from the community- so please do spread the message!

**If you have any questions- please do contact Mrs Wagstaff.**

## PE KIT

Can everyone please ensure that when the children come in for PE on their specific day that they are wearing the correct kit?

That is:-Green hoodie/cardigan or sweatshirt,

White plain Tee shirt or white polo,

Black jogging bottoms & black shorts,



## Useful Diary Dates



- 1st— 8th March** - Scholastic Book Fair—after school in the library
- Thursday 7th March** - World book day—Children to dress up — Information to follow.
- Friday 8th March** - Year 2—Ladies Day—Coffee Morning—9.00am
- Friday 8th March** - Year 1—Ladies Day—Coffee Morning— 10.30am
- Friday 8th March** - Reception —Ladies Day—Afternoon Tea—2.15pm
- Friday 8th March** - Red Nose day– Information to follow.
- Tuesday 19th March** - Year 1 Play/concert 2.00pm— Tickets needed 2 per family  
(Tickets will be in your child's book bags w/com 11th March.)

## Class Emails

You can communicate with the class teacher via email. Please use the following emails if you wish to ask a question or notify the class teacher of something. Teachers will get back to you **within three working days**. Therefore if it is urgent, please contact the office via email or telephone. **02476315913**

**Please include** your child's full name in the email as sometimes it is difficult to identify the pupil if parents have different surnames to their child.

RA – Mrs Amos - [RAclass@welearn365.com](mailto:RAclass@welearn365.com)

RB – Mrs Winfield - [RBclass@welearn365.com](mailto:RBclass@welearn365.com)

1A – Miss Ashby - [1Aclass@welearn365.com](mailto:1Aclass@welearn365.com)

1B – Miss McGee - [1Bclass@welearn365.com](mailto:1Bclass@welearn365.com)

2A – Miss Ashcroft - [2Aclass@welearn365.com](mailto:2Aclass@welearn365.com)

2B – Miss Gailey - [2Bclass@welearn365.com](mailto:2Bclass@welearn365.com)

Office - [admin2630@welearn365.com](mailto:admin2630@welearn365.com)



## LEAVE OF ABSENCE DURING TERM TIME

### UPDATED INFORMATION FOR PARENTS

The Supreme Court has clarified the law on unauthorised leave, including holidays, during term time (Platt v Isle of Wight 2017). The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents of any child who is absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

The regulations regarding Leave of Absence (The Education (Pupil Regulations) (England) Regulations 2006 as amended by Education (Pupil Regulations) (England) (Amendment) Regulations 2013.) advise:

Head teachers **shall not** grant **any** Leave of Absence during term time **unless they consider** there are **exceptional** circumstances relating to the application.

If the leave is granted, Head teachers are able to determine the number of school days a child can be absent for.

It is for the Head teacher to decide what is 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted. [When making an application for Leave of Absence in advance parents are advised to give sufficient information and time to allow the Head teacher the opportunity to consider all the exceptional circumstances and to notify parents of their decision. It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is their responsibility to ascertain if the leave is authorised prior to the start of the leave.](#)

The school can only consider Leave of Absence requests which are made by the 'resident' parent [ie the parent with whom the child normally resides.](#)

Where applications for leave of absence are made in advance and refused, the child will be required to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence, which may result in legal action being taken against the parent(s), by way of a Fixed Penalty Notice.

Where a leave of absence is requested, but additional days taken either prior to or after the request may be considered as part of the leave of absence and could result in a Fixed Penalty Notice being issued to the parent(s).

*Each application for a leave of absence will be considered on a case-by-case basis and on its own merits.*

Leave of Absences which are not made in advance cannot be authorised in line with legislation. This will result in the absence being recorded as 'unauthorised'. This may result in legal action against the parent, by way of a Fixed Penalty Notice. All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council.

**It is important to note**, Fixed Penalty Notices are issued to [each parent of each absent child](#), (for example 2 children and 2 parents, means [each](#) parent will receive 2 invoices in the amount of £120 each, totalling £240 for both children, this is reduced to £60 per child if paid within 21 days).

Where a Fixed Penalty Notice is not paid within the required timeframe as set out on the notice, the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal proceedings under S444 Education Act 1996.

Fixed Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices.

**Your child's progress academically as well as socially is our shared priority**

**Warwickshire School pupils recorded 96,366 half day sessions of absence due to holiday in the Academic year 2021/22.**