



Arden Forest Infant School

www.ardenforest.warwickshire.sch.uk

February Newsletter

No 6



Head's News

Dear Parents/Carers,

Last week we held the Spring Term parents evening meetings. Parental engagement was very high, which is wonderful as this evidences how school and home are working together to support children's learning. From the classes that had Parents Evening, 97% of parents attended.

Teachers shared information about where the children are at academically, children's strengths and targets to develop their skills further, as well as have a look at their child/children's books. We also had exemplar work on display so that parents could see what is 'expected' for a child in each year group to be at Age related Expectations. This enabled us to be clear about what and how we are supporting the children to reach their potentials and demonstrate our expectations of their learning.

On a very different note we are reminding that children should not be bringing in toys or items from home. We are seeing an increasing number of items, eg McDonald toys, oversized blankets, bracelets, jewellery, car keys and other personal items. In the first instance these are very distracting and are inhibiting the children from giving their work their attention. In the second instance it is causing additional worry when the children misplace them in class etc. And finally it is causing jealousy and argument, again a distraction from learning. Jewellery other than small stud earrings are not permitted as they are not uniform and are a potential hazard when playing.

For some children, there is a real and genuine need for a transition object from home, eg anxiety, etc, in these circumstances, parents should talk to the class teacher and there will be an agreement about the object, including where it is kept during teaching and learning time. Thank you for your support in this matter.

Kind regards

Mrs R Gunn Headteacher

SCHOOL START AND FINISH TIMES.



Gates open	8.25am
Classroom doors	8.30am
School day starts	8.35am
Registration ends	8.45am
Break time Year 1	10.25 - 10.40am
Year 2	10.45 - 11.00am
Dinner time	12 - 12.45pm
Afternoon start	12.45pm
End of day	3.05pm

SAFER INTERNET WORKSHOP



Thank you to those who attended the Parent workshop on Safer Internet Day.

SAVE the DATE
Safer Internet Day
2025 | Tuesday
11 February
www.saferinternetday.org

For those unable to attend wanting further information see:

<https://saferinternet.org.uk/guide-and-resource/parents-and-carers>

Asda Cashpot for Schools

People helped by signing up so that every time they shopped at Asda a small amount was added to the school pot.

Thank you to everyone who helped — you raise £194.60.



PARENTS QUESTIONNAIRE

The result of our questionnaire from the Autumn term our Parents told us that :-

96% - their children feels safe.

94% - their children feel happy.

98% - school let them know how their child is doing.

98% - their child does well.

Thank you for your support

DONATIONS - CLEAR OUT

Can you help us? We are looking for the following for our Breakfast club, but also to have spare clothes when children have accidents or fall over at school.:

Clean underwear /socks /girls tights

Outgrown Uniform,

Complete Board games,

Card games,

Jigsaws

If you are happy to donate, please bring your donations into the school office where they will be gratefully received.



FEBRUARY — HALF TERM CLUB

Mrs Wagstaff will be working alongside Sharon, from The Creation Station, to offer a Holiday Club at School this February Half Term. Children will need a packed lunch which contains **NO NUTS**.

Monday 17– Wednesday 19th

February

Full & Half Days available

09:00-3:00pm—£35 per child

09:00-12:00pm—£20 per child

Please book online on the link below

[BOOK HERE](#)



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,

Black trainers/pumps.

USEFUL DIARY DATES



Friday 14th February—Last Day of Term

17th—21st February—Half Term –School Closed

Monday 24th February—Children return to school—Gates open 8.25am

3rd—6th March—Book Fair.

Thursday 6th March— World Book Day—Children to dress up.

Friday 14th March Red Nose Day—Children to dress up.

Tuesday 18th March—Year 2 Learning Showcase.

Friday 28th March— Ladies day.—Reception 2.15pm—Yr1 10.30am & Yr2 9.00am.

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.

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

RB – Mrs Winfield RBclass@welearn365.com

1A – Miss McGee 1Aclass@welearn365.com

1B – Miss Ashby 1Bclass@welearn365.com

2A – Miss Wallace 2Aclass@welearn365.com

& Miss Sargent 2Aclass@welearn365.com

2B – Miss Gailey 2Bclass@welearn365.com

Office - 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 Wright 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 law states a leave of absence may only be granted by a school if an application is made in advance and if it considers there are exceptional circumstances relating to the application.

Schools must judge each application individually considering the specific facts and circumstances and relevant background context behind each request.

A leave of absence is granted entirely at the school's discretion. Generally, a need or desire for a holiday or other absence for the purpose of leisure and recreation would not constitute an exceptional circumstance.

Where a leave of absence is granted, the school will determine the number of days a pupil can be absent from school.

When making an application for Leave of Absence 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. The school may also request further information on the application and supporting documentation where appropriate.

It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is the parents' 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 is expected 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. 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.

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'.

All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council. Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices and in the first instance, as an alternative to prosecution proceedings.

Leave of Absence taken in the academic year 2024-25

The law relating to Penalty Notices changed with effect from 19 August 2024. Therefore, Penalty Notices issued for Leave of Absence taken from September 2024 will be issued in accordance with the updated legislation.

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 – 4 in total).

First Leave of Absence offence: The Penalty Notice amount of £160 to be paid within 28 days, this is reduced to £80 each child if paid within 21 days.

Second Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice): The amount of £160 paid within 28 days. No reduced amount.

Payment plans will not be offered and/or payments received outside of the 28 day period will not be accepted. Where a penalty notice expires unpaid the matter will be referred to Warwickshire County Council's Legal Services to consider criminal prosecution.

Third Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice): A penalty notices will be not be issued and the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal prosecution proceedings under S444 of Education Act 1996.

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

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!