



Arden Forest Infant School

www.ardenforest.warwickshire.sch.uk

November 2024 Newsletter No 3



Head's News

Dear Parents and Carers,

In the last few weeks we have hosted a Prospective Parents meeting for parents looking for a place in September 2025. It was a wonderful opportunity to showcase our school during the day when the children were learning as well as after school when the children are gone.

If you know someone who has missed this event and would like to look around, please encourage them to contact the office, where we are gathering a list for another possible event later this term.

We have continued to focus on Phonics across the school. The children are making positive progress. However we are seeing that where parents/carers support and do additional practise at home, children make greater progress. Therefore we are holding a parent event on Wednesday 4th December at 5.30pm 'Phonics at Home' for parents to give greater confidence when practising at home.

If you want to help sooner than the meeting in December, please speak with your child's class teacher.

Warm regards

Mrs R Gunn

Headteacher

SCHOOL START AND FINISH TIMES.



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

Reception Christmas Concert

This will take place on Wednesday 18th December at 2p.m

Tickets will be given out **nearer the day 2 per family**.

Children In Need

Thank you to all who donation we raised
£136.75



SPOOKTACULAR

Thank you to everyone who supported with the Halloween Spooktacular, It was great to see so many people come to support the school and get involved.

We Raised

£1385



Remembrance & Armistice Day 2024

Mrs Wagstaff took two school representatives to the 103rd Bedworth Armistice Day parade to lay a Wreath at the Cenotaph on behalf of Arden Forest Infant School.

The children were very respectful, and also took part in the parade. They walked alongside other Schools from the local area, As well as those who have served or are serving our country.

In School the children also took part in remembering those who gave up their today, for our tomorrow. Children took part in a Remembrance assembly, lay wreaths and had a 2 minute silence.

Lest we forget.



EduLink

Can we please remind Parent to look at the Edulink app each week this will keep you updated with emails/letters and forms. Edulink can also be used to update any information e.g. change of address, phone number emergency contacts etc.



Harvest Assemble & Food Bank

We would like to thank everyone who donated food for our Harvest Assemble.

The food was passed onto the Local Food Bank.



Website

The Website has been under construction for a few weeks, thank you for your patience. The new updated version will be live on Friday 22nd November.



Useful Diary Dates

Tuesday 26th November— **Year 1**—Learning Showcase-

Thursday 12th December—**Reception Trip**— Smeds & Smoos

Monday 16th December—**Year 2**—Carols around the Tree –5.30pm

Wednesday 18th December— **Reception** Christmas Play

Friday 20th December—Christmas Lunch—Last day of term

Monday 6th January 25—School Closed

Tuesday 7th January 25 –Children return to school



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
RRB – 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 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.

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

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!