



# Alwyn Infant School



Build Belonging

Show Kindness

Make Choices

Adventure

## OUR SCHOOL NEWSLETTER

Issue No. 6 | 17<sup>th</sup> October 2025

### What has been happening?



The children all had their photograph taken this week, with Maria, our brilliant photographer. She commented on how well our children behaved and listened to directions.

You should have received information on how to view and order the photos in your child's book bag.

#### Parent/carer workshops

Thank you to everyone who attended the maths workshop. It was great to share our approach to teaching maths and the many ways the children learn. The presentation can be found on our school website.

#### Coffee and Chat

Well done and thank you to those who attended the Chat and Connect session for parents and carers of children with Special Educational needs. It was lovely to provide a space to meet each other, share experiences and support as well as learn a few things from the SENCO. We look forward to the next one!



#### Next week is Harvest

Our children are very busy practising the Harvest assembly for the school and will share it with their parents/carers on Friday at 2.30pm.

#### Harvest Donations

We would also invite all our families to bring in a food item (not fresh foods) next week that will be displayed for our children to see and then donated to Maidenhead FoodShare. They do have a wishlist of items or you can donate that are updated or just choose something from your cupboard.



Look out for more school news on our Alwyn facebook page or Instagram.

### The Alwyn Aims

These are the rules we all try to follow:

- Use kind hands, feet and words
- Say how we feel
- Look and listen
- Look after our things
- Always do our best



#### Remember to Order Lunches

All hot dinners must be pre-ordered in advance. The deadline for ordering lunches is 8am on the day the lunch is wanted.

If your child does not have a packed lunch or ordered a school lunch, they will be given a jacket potato with baked beans.

Please talk about the menu with your child and check that they are happy with their lunch choice as we are unable to change it on the day.

School lunches for infant age children are fully funded so parents do not pay for them.

They are *yummy!*



#### Open Door Policy

Here at Alwyn, we have an 'open door' policy so if you have any questions or concerns about anything at all to do with your child's education or well being, please do not hesitate to talk to the class teacher. The beginning of the day is not always the best time as the teachers will be focusing on getting the children settled, but a quick email requesting a chat or sharing information works well.


## Responsible Behaviour Curriculum in Alwyn and Courthouse

Our vision is to develop well rounded, confident and responsible children who aspire to achieve their full potential. We want our children to do their best in all aspects of school life - work, play, friendships and behaviour, and to take pride in all they do. We want them to develop respect and a sense of responsibility for themselves, each other, property, the wider community and the environment. To support this aim, we follow a behaviour curriculum that is explicitly taught and also weaves throughout the whole of school life.

Each week, the classes explore a different theme. They have a Monday 'check-in' circle time to introduce it and set a goal to work towards throughout the week. On Tuesday, the Year 1 and 2 assembly is time to think about the whole school approach to the theme. They celebrate their successes with a Friday 'check-out' circle time in their class.

To support this learning, there is a weekly leaflet for parents (below) to introduce the theme and sometimes gives ideas on how to help.

THIS WEEK'S TOPIC IS  
**PROMOTING KINDNESS**



**Why is kindness important?**

- Kindness creates a positive and safe environment and encourages others to be kind too.
- It is a positive feature of cultures all over the world and makes both the giver of kindness and the recipient feel good which promotes positive mental health.
- Mark Twain once said 'Kindness is a language the deaf can hear and the blind can see' - promoting kindness in our children is truly inspirational.

**Random acts of kindness**

- Put random acts of kindness on slips of paper in a jar and pull one out each day with your child to complete. Then report back to each other on when you did it.
- Ideas for the jar include
  - oGive someone a compliment
  - oDo a chore for someone such as washing up
  - oPick up five pieces of litter
  - oWrite someone a letter of appreciation
  - oDonate some pocket money or a toy to charity























**Kindness is free**

**Kindness bookmarks**

- Create kindness bookmarks with your children so that they see kindness affirmations all the time.
- Decorate them however you would like, be as creative as possible.
- Leave some at the library or take them into school for friends.
- Some affirmations are
  - oKindness begins with me
  - oKindness is free
  - oChoose kindness

**The Responsible Behaviour Curriculum**



BLUE ZONE	GREEN ZONE	YELLOW ZONE	RED ZONE
 sad  tired	 happy  calm	 frustrated  worried	 angry  terrified
 sick  bored	 feeling ok  ready to learn	 silly  excited	 yelling  hitting
I can try...  stretch	I can try...  drink water	I can try...  deep breaths	I can try...  take a break

These zones of regulation are also a great way to help the children think about and identify their feelings, along with an idea to help manage them.

## What have Reception been learning this week?

We have been learning the phonic sounds /g/ and /o/. The children are continuing to blend to read words containing the letter sounds learnt so far and are enjoying using the mini whiteboards to write the letter sounds and words e.g. dog and on.

We have been focusing on recognising different emotions and have been reading stories linked to feeling happy, sad, angry and scared. The children have been exploring weighing and comparing the mass of different objects using a balance. We have also been subitising numbers to 4 and finding ways of showing 4 with cubes and our fingers. In Science we have investigated which containers would be best to carry different items e.g. water, sand, a pumpkin, oranges and bananas. The children have been creating Autumn artwork using leaves to create squirrel and hedgehog artwork and using junk modelling to create models of their choice.

**Ask me a word beginning with the /g/ sound.**

**Ask me a word containing the /o/ sound.**

**Ask me to describe 2 objects using heavier or lighter to compare them.**

**Ask me what emotion would I feel if I were in the green or yellow zone.**

**Ask me what I would do to help somebody in the red or blue zone.**

Next week we will be finding out all about Diwali and reading the story of Rama and Sita. The children will be looking at patterns that we see all around us. You could explore patterns in your homes e.g. on cushion covers, bedding and wrapping papers.

Please discuss the repeated patterns that you see e.g. stripes, floral, checks and spots. If you have any pattern papers that you would like to send in for artwork that would be amazing!

Have a wonderful weekend.

## What have Year 1 been learning this week?

This week, we have started on a new English unit all about invitations. We have a new text map and been exploring what type of invitations we might send and receive. In maths, we've been learning to name and identify 3D shapes. We've been exploring how some shapes will roll and some will stack. We have made lots of models with the shapes! Our scientists have been investigating different ways to melt ice (solid) and turn it into water (liquid). The children use a range of equipment to melt the ice cube including; pipettes, bubble wrapping and different fabrics. In RE, we explored the question - Do Christians think God wants them to look after the world?

In history, we've continued with our topic of toys and discussed what our favourite toy is and why.

**Ask me what an invitation is and who Sophie invited to her party.**

**Ask me to read the text map to you with actions.**

**Ask me to identify objects around the home that are cylinders, cubes, spheres, cuboids and cones.**

**Ask me what happens to ice when I hold it and why that happens.**

**Ask me what material my favourite toy is made from.**

Please see the text map on the following page

## KEY DATES!

**School Year 2025-2026**

**Autumn Term 1**

24<sup>th</sup> October, 2.30pm  
Year 2 Harvest Songs to  
parents and carers

27<sup>th</sup> - 31<sup>st</sup> October  
Half term holiday, no school

**Autumn Term 2**

3<sup>rd</sup> November  
All children return to school

6<sup>th</sup> November  
PTA Quiz and AGM

10<sup>th</sup> -14<sup>th</sup> November  
Anti-Bullying Week

10<sup>th</sup> November  
Flu vaccines  
Odd Socks Day

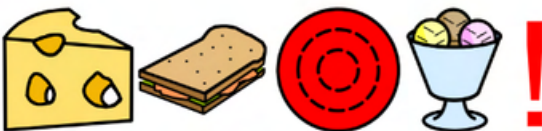
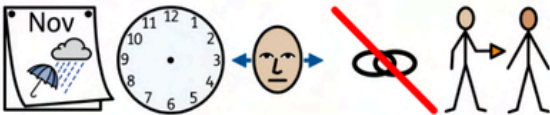
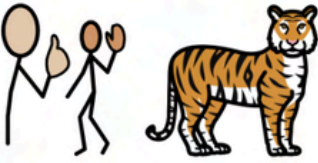
11<sup>th</sup> Remembrance Day  
11am silence

13<sup>th</sup> November  
Michael Rosen Day

14<sup>th</sup> November  
Children in Need & Diabetes  
Day  
SEND Coffee morning,  
2.15pm

17<sup>th</sup> - 21<sup>st</sup> November  
Road Safety Week

Year 1 text map  
Can we use it to tell you a story?



# KEY DATES!

## School Year 2025-2026 Autumn Term 2

27<sup>th</sup> & 28<sup>th</sup> November  
PTA Elfridges after school

29th November  
PTA Christmas Fete

9th & 10<sup>th</sup> December, 9.30am  
Reception Performance

16th & 17<sup>th</sup> December,  
9.30am  
Yr1 Christmas Play

17th December, 2.30pm  
Yr2 Festive Sing-a-long

19th December  
Last day of term.  
Children home at 1.30pm  
Enjoy the break

## Spring Term 3

5<sup>th</sup> January 2026  
Children return to school

12th-16th January  
Music Week

9<sup>th</sup> - 13<sup>th</sup> February  
Book Week  
Book Fair after school

16<sup>th</sup> - 20<sup>th</sup> February  
Half Term Break  
Enjoy the break

23rd February  
Children return to School

23rd - 27<sup>th</sup> February  
Art/DT Week

## What have Year 2 been learning this week?

This week Year 2 have been working hard to practise their songs and poems for the Harvest Assembly - which is at 2.30pm on Friday 24th. We look forward to seeing you there. We have also been learning about conjunctions and adverbs in English in preparation for writing an explanation text next week.

**Ask me to use these conjunctions in a sentence-**

because

when

if

so that

**Ask me to use these adverbs in a sentence-**

Quickly

Quietly

Carefully

**Ask me to work out these calculations-**

23+8

35+6

67+4

89+3

**Ask me to tell you what changes were made after the Great Fire of London.**

Next week we will be learning about Diwali and writing an explanation text.

**Congratulations!**

**A huge 'well done' to all the children who have been in the golden book, this week.**

**We are very proud of you!**



## KEY DATES!

### School Year 2025-2026

#### Autumn Term 2

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5<sup>th</sup> January 2026  
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12th-16th January  
Music Week

9<sup>th</sup> - 13<sup>th</sup> February  
Book Week  
Book Fair after school

16<sup>th</sup> - 20<sup>th</sup> February  
Half Term Break  
Enjoy the break

23rd February  
Children return to School

23rd - 27<sup>th</sup> February  
Art/DT Week



## Business Support Assistant

**Start date:** As soon as possible  
**Pay range:** Grade 4, SCP 7-11 £28,383- £30,253 FTE (£9,776- £10,412 actual)  
**Contract:** Permanent, part-time  
**Hours:** 15 hours per week (flexible), term time only

At Alwyn and Courthouse Primary Federation, our aim is for every child to flourish. We work hard but only on things that make a difference. You'll be joining the school business support team of the Alwyn and Courthouse Primary Federation, with an inclusive ethos based in the Royal Borough of Windsor and Maidenhead.

We are seeking a flexible, proactive and efficient Business Support Assistant to provide support to the finance, HR and facilities functions of the federation. This is a key business role, providing support to all stakeholders.

We are looking for someone who:

- Has financial background (through qualification or experience)
- Has good people skills
- Is an organised and efficient record keeper with good eye for detail
- Is an effective time manager able to work to tight deadlines
- Is an efficient communicator with good oral and written English
- Has working knowledge of Microsoft Office (Word, Excel, Outlook, Teams).

For further information and to apply, please visit our website  
[www.courthousejunior.co.uk](http://www.courthousejunior.co.uk)

If you require more information about the role or wish to arrange a school visit, please contact Todorka Rolfe on 01628 626958.

Completed forms should be sent to Todorka Rolfe (Business Manager) to  
[trolfe@courthousejunior.co.uk](mailto:trolfe@courthousejunior.co.uk)

Application deadline: 5<sup>th</sup> November 2025  
Interview date: w/c 10<sup>th</sup> November 2025

**Our school is committed to safeguarding. The successful applicants will be required to provide suitable references and undergo an enhanced DBS check.**

Executive Headteacher: Mr Lawrence Hyatt  
Alwyn Infant School and Courthouse Junior School Primary Federation

Website: [www.alwyn.org.uk](http://www.alwyn.org.uk) [www.courthousejunior.co.uk](http://www.courthousejunior.co.uk)



## Our Fabulous Parent Teacher Association

Remember as a member of the school community, you are automatically part of the Parent and Teacher Association (PTA). They run brilliant events throughout the year but need your help. Please get in touch with them if you wish to take part or have some great ideas to share

### Clothes Collection

Join our Clothes Collection event on the 21st October and give your old outfits a new lease of life.

Drop off to the wooden gazebo in the Alwyn/Courthouse playground at drop off or pick up time.

There's also a drop off point in the Courthouse Staff Car Park under the gazebo on Tuesday 8.30 - 9.15am at school drop off or 3 - 6.30pm.

Follow [the link for more information](#) about what we can collect.



### PTA Events and Dates for your diary

Elfridges Y1 / Y2 - 27th November after school

Elfridges Reception - 28th November after school

Bring a bottle for the Tombola - 28th November

Christmas Fair - 29th November

As always, we can't run these events without you.

If you can spare an hour to help, [sign up here](#)

These events are an important part of school life but also help to raise money for the school. Thanks to the PTA and your support we have some excellent resources such as the new library, playground markings and posters and exciting new play equipment.



# Community Pages: What is happening in our local area?

Community Events Disclaimer: Please note that the events listed are organised by external parties and are not endorsed or recommended by Alwyn Infant School. We provide this information as a courtesy to our community. We advise families to exercise their own discretion and judgement when participating in any events or activities.



**COX GREEN LIBRARY**  
**20TH BIRTHDAY CELEBRATION**  
**SATURDAY 18 OCTOBER**  
**10:30AM - 1:00PM**

MAGIC WITH JASON 'MAGIC' PIKE  
 11:00AM - 12:00PM  
 JUST DROP IN!

JUGGLING WORKSHOP WITH CLIVE THE JUGGLER  
 10:30AM - 11:30AM  
 FOR CHILDREN 7+  
 BOOK TICKETS BELOW

EXPECT CAKE, GLITTER, CRAFTS, AND A CELEBRATION OF COMMUNITY!

QR Code: [QR Code]

COX GREEN PARISH COUNCIL

@RBWM\_Libraries RBWM Libraries RBWM\_Libraries



MAIDENHEAD TOWN SHOW 25th ANNIVERSARY

JOIN US  
**FAMILY FUN**

Join us on Sunday 19 October 2025 from 10AM - 5PM for a free, family-friendly celebration of local creativity. Enjoy live music, local artisans and food & drink, demos and competitions, a free petting zoo, fun dog show, chocolate monster trail, plus lots more in support of TVAP.

Children's competitions categories:  
 FREE to enter - top prize - Legoland day pass for family of 4!

1. Fruit & veg masterpiece - for example, animal, car, house, ugly bug
2. A castle for... create a bee or insect home
3. 'Best in Maidenhead' - a poster to advertise Maidenhead

Pre-school only:  
 4. Decorate a cupcake  
 5. Paint your pet friend - or an animal you like  
 6. Nature art - create a collage using only natural materials - leaves, sticks, petals etc

For more information - and adult categories - please visit the website.

SUNDAY 19 OCTOBER 2025  
 MAIDENHEAD TOWN CENTRE  
 HIGH STREET & NICHOLSONS CENTRE  
 MAIDENHEAD SL6 1LB  
 WWW.MAIDENHEADSHOW.CO.UK



BE QUICK & SNAP UP ONE OF

**25 places @ just £25 each\***

**25 YEAR SALE**

To celebrate our 25 year anniversary, we are offering 25 places at our popular Wise Owls October Half Term Holiday Club for just £25 per session @ Courthouse School, Maidenhead

LIMITED OFFER OPENS MIDDAY FRIDAY 17 CLOSSES MIDNIGHT SUNDAY 19 OCTOBER

\*Subject to availability. Applies to the standard day rate. Additional activities and meals charged separately

**BOOK NOW**  
 WISEOWLSCHILD CARE.CO.UK/CLUBS/HOLIDAY-CLUB/

wise owls childcare

# FREE KICKBOXING TOURNAMENT

For age 4 - Year 2



**Sunday 16th November 2025**

Join our Annual Kickboxing Tournament!

Discover the thrill of Kickboxing, fun challenges like High Kick & Flying Kick!

Non-competitive morning of fun activities - every child receives a participation medal

SCAN TO BOOK



Venue  
**St Piran's School,  
Maidenhead**



07828 534817

info@samuraikickboxing.com

www.samuraikickboxing.com



## A New Skatepark for Maidenhead!

Support the Kidwells Park Skatepark Project  
We're building a modern, inclusive and inspiring skatepark in Kidwells Park, Maidenhead.

- Community-led project backed by local residents, skaters, BMXers & councillors
- Designed by skaters / BMXers, for skaters / BMXers - in collaboration with experts
- Safe, exciting & accessible - a space to stay active, social & creative
- Let's bring new energy to the park and give young people a place to thrive!

## HELP US MAKE IT HAPPEN!

We're raising funds now. Located in Kidwells Park, Maidenhead

Please visit the project website or scan the QR code for more information  
<https://www.crowdfunder.co.uk/p/kidwells-park-skatepark-project-maidenhead>

I'm supporting  
**Kidwells Park Skatepark Project,  
Maidenhead**



Scan the QR code to find out more



Crowdfunder.co.uk | Search: "Kidwells Park Skatepark Project"

Lei Lani  
Fitness

## FAMILY FIT TOGETHER MINIS

Saturdays 11.30pm-12.15pm

Perfect for families with toddlers and younger children

Join us for an exciting opportunity to have fun and be active with your children. Make memories, stay fit, and have fun together. Laugh, bond and burn some energy with exercise and fitness games the whole family will enjoy!

## FAMILY FIT TOGETHER

Saturdays 12.30pm-1.30pm

Woodlands Park Centre  
Manifold Way  
SL6 3GW

£5 each per session  
50% Sibling discounts  
Family price £15 per session  
(family of 4)

f Lei-Lani Fitness or Natalie Lei-Lani  
i lei\_lanifitness or leisworkout  
t 07538440022  
e natalie@lei-lani.co.uk



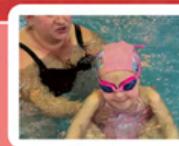
Bootcamps - Legs, Bums & Tums - Burnnn - Sports Birthday Parties - Mama Fitcamp - Flex n Core



spaces available

Term time only  
warm pools  
small classes

## SWIMMING CLASSES



Dive into confidence and fun with Let's Dive In! Swimming lessons. Offering baby/toddler sessions through to learn to swim, swim squads water fit, adults and synchro!

Contact us to find the right session to thrive in the pool

07966 937101

www.letsdivein.co.uk

info@letsdivein.co.uk

# Community Pages: What can we do at half term?

Community Events Disclaimer: Please note that the events listed are organised by external parties and are not endorsed or recommended by Alwyn Infant School. We provide this information as a courtesy to our community. We advise families to exercise their own discretion and judgement when participating in any events or activities.

## FOOTBALL CAMP

Ofsted Registered

let them play! Football

BOOK NOW

### OCTOBER HALF-TERM

**Price + Offers**  
 from £20 per day

**Sibling discount:**  
 10% off

**Early Bird discount:**  
 PUM10- 10% off

**Age** Your parent/carer text  
**5-12-year-olds**

**Venues**  
 Reading: Calcot Junior School  
 Newbury: Winchcombe School  
 Maidenhead: Alwyn Infant School

**Dates + Times**  
 Monday 27<sup>th</sup> – Friday 31<sup>st</sup> October  
 Standard day: 9am-3pm  
 Extended day until 5pm

www.mnrcoaching.com  
 @MNR Coaching Limited  
 @MNRCoaching  
 @MNRCoaching\_

✓ WE ACCEPT CHILDCARE VOUCHERS!  
 For Holiday Camp Enquiries- Email [holidaycamps@mnrcoaching.com](mailto:holidaycamps@mnrcoaching.com)

## MULTI-ACTIVITY CAMP

Ofsted Registered

let them play!

BOOK NOW

### OCTOBER HALF-TERM

**Price + Offers**  
 from £25 per day

**Sibling discount:**  
 10% off

**Early Bird discount:**  
 PUM10- 10% off

**Age**  
**5-12-year-olds**

**Venues**  
 Reading: Calcot Junior School  
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www.mnrcoaching.com  
 @MNR Coaching Limited  
 @MNRCoaching  
 @MNRCoaching\_

✓ WE ACCEPT CHILDCARE VOUCHERS!  
 For Holiday Camp Enquiries- Email [holidaycamps@mnrcoaching.com](mailto:holidaycamps@mnrcoaching.com)

## WISE OWLS CLUBS

### OCTOBER HALF TERM

#### A FRIGHTFULLY FUN CLUB

27 - 31 October  
 8:30AM - 5:30pm  
 Courthouse School, Maidenhead, SL6 5HE

Pay by Tax-Free Childcare

**SPOOKY ART & CRAFT**  
**SPOOKY SPORTS**  
**PUMPKIN CARVING**  
**PARK TRIPS**  
**CINEMA TRIP**  
**BAKING**  
**PARTIES**  
**TRICK O' TREATING**

BOOK NOW

QR CODE

JUNIOR CLUB: 3-6 YRS  
 DISCOVERY CLUB: 7-14 YRS  
[facebook.com/wisewiseclub](https://www.facebook.com/wisewiseclub)  
[wisewisechildcare.co.uk](http://www.wisewisechildcare.co.uk)

wise owls childcare

## 2go! Raring2go!

AUTUMN

PAWLY WALKS PG 19  
 HALLOWEEN RECIPES PG 26  
 HALLOWEEN FILMS PG 28-29

MAGAZINE & WEBSITE THE GO-TO GUIDE FOR YOU AND YOUR CHILD

raring2go.co.uk

AUTUMN 2025

# Penalty Notice Changes

Term Time Leave is only allowed in exceptional circumstances and must be agreed, in advance, by the Head of School. An Exceptional Leave form must be completed and the school may ask for further evidence to support the application.

## First Offence

The first time a Penalty Notice is issued for unauthorised term time leave or irregular attendance the amount will be:

- £160 per parent, per child, paid within 28 days.
- Reduced to £80 per parent if paid within 21 days.



**Please ensure you communicate all absences for your child to school.**

## Second Offence

Within 3 years, if a second Penalty Notice is issued for unauthorised term time leave or irregular attendance the amount will be

- £160 per parent, per child, paid within 28 days.
- No reduction for early payment.

## Third Offence Onwards - Within 3 years of the first offence

The third time an offence is committed for unauthorised term time leave or irregular attendance a Penalty Notice will not be issued and the case will be presented straight to the magistrates court.

Fines can be around £2500 per parent, per child. Cases found to be guilty in the magistrate's court can show as a criminal record.

## Notices to Improve

A Notice to Improve is a final opportunity for a parent to engage in support and improve before a penalty notice is issued. If the national threshold has been met and support is appropriate but offers of support have not been engaged with by the parent or guardian or have not worked, a Notice to Improve should usually be sent to give parents or guardians a final chance to engage in support.

A Notice to Improve does not need to be issued in cases where support is not appropriate and an authorised officer can choose not to issue one in any case, including cases where support is appropriate but they do not expect a Notice to Improve would have any behavioural impact (because the parent has already received one for a similar offence).

If sufficient improvement is not made following the service of a Notice to Improve, a penalty notice may be issued either during or at the end of the designated time period.

## Don't forget.

Penalty Notices are issues Per Parent, Per Child.  
For example 3 siblings absent would result in each parent receiving 3 fines. This could amount to £960

[Click this link to visit the school website for further information.](#)



## 10 sessions in 10 weeks

Penalty Notices will be considered for any 10 sessions (not days) of unauthorised absence in 10 weeks.

**5 Consecutive days** of term time leave can trigger a Penalty Notice

## Punctuality

Children in Reception should be at the classroom door by 8.45am.

Children in Years 1 and 2 should be at their classroom door by 8.50am.

The school gates are locked at 8.55am. If your child arrives to school after this time, your child will receive an unauthorised late mark- this affects your child's attendance.

If arriving late, you must bring your child into the school office and sign them into school with a reason for the lateness.

# School Day

Year Group	Reception	Year 1	Year 2
Start	8.45am	8.50am	8.50am
Lunch	11.45pm - 12.45pm	12pm - 1pm	12.20pm - 1.20pm
Finish	3.15pm	3.20pm	3.20pm
→	→	→	→

## The School Gates

The Alwyn and Courthouse gates open at 8.40am until 8.55am and 3.10pm until 3.35pm

The opening times allow movement between our two schools and provide different points of access which should help with traffic and parking in our area.

The gate opening times are different from the time your child is required to be in school.

## The Importance of Being on Time

**Reception children need to be in school by 8.45am.**

**Year 1 and 2 children need to be in school by 8.50am.**

The classroom doors will open at these times and close as soon as the last child in the line enters the classroom; this usually takes less than 3 minutes. Any child arriving after the classroom door is shut, will be marked as late. Knocking on the classroom door once it is closed is disruptive to the children as their teacher is having to keep opening the door instead of settling their class for the morning.

Please be on time every morning. It can be worrying for a child to enter a classroom late especially when their classmates are sat on the carpet ready to learn. All children should have come into school, put their belongings in the cloakroom, their book bag in their drawer and their water bottle in the tray and have been registered before 9am each morning.

## Attendance Matters

Being in school every day is extremely important for all children in order to receive the best possible start to their learning. Your child's attendance is vital to a successful education, as this is the foundation for lifelong learning. Lessons are planned in sequences and if a child misses a part of this sequence, they are at a disadvantage when it comes to committing that learning to long term memory.

If your child is slightly under the weather, but well enough to come into school, send them in and mention it to the class teacher. They will keep an eye on your child and phone you if there are any concerns.

## Reason for absence

Please let the office know the specific reason for your child's absence rather than feeling unwell or ill. This helps us monitor any small outbreaks of similar virus' and supports the recording of absence.

## Medical Appointments

If you have a medical appointment during the school day, inform the school before the appointment and provide a GP/Hospital appointment card or letter.

## Leave Requests

Holidays during term time will not be authorised. Any other exceptional circumstances will require supporting evidence that shows the child has to attend something that results in missed school days.

Fixed Penalty Notices (fines) may be triggered if your child misses 5 consecutive days of school or 10 sessions in 10 weeks. A session means a morning or afternoon, not a day.

Please ensure that you make all reasonable efforts to send your child into school.