



# St John the Baptist Primary School

Friday 19th July 2024

## Diary Dates

**Friday 19th July**

Last day of the summer term

**Tuesday 3rd September**

Children back to school



Self-motivation Honesty Imaginative Nurturing Empathy

Collective worship theme: Excellence

Dear Parents and carers,

I cannot believe that this is the end of the school year and what an amazing year it has been. This morning we had our leavers' assembly in the church and it was lovely to see so many families join us to celebrate with the children. We are not only saying goodbye to our Year 6 children but also others in the school. We say a big goodbye to the Brown family, you are a huge part of our school and you will be missed. Also, Jo Webbe, a parent and also a governor is leaving our governing body, you have been an integral part of our school for so



long and remember to stay in touch! And last but not least, Mrs Thompson is leaving our school for a new adventure. Mrs Thompson has been a member of our community for 17 years and I know that she has taught many of our families over the years. She has made such an impact on every child that she has worked with and I know that as a

staff group we will feel her absence immensely. Thank you for everything you have contributed to our school over the years, make sure that you stay in touch and visit us regularly.



The summer holidays can be a fun and exciting time, but for some children and families it can be quite difficult. As a school, we will continue to be available to you all over the summer holidays. Please only message me on Class Dojo if you have a problem, or a question and I will respond as quickly as I can. There are lots of local holiday activities available to you over the summer and there is further information on page 7.

Clubs will commence on the second week of school in September and letters will be circulated when we return after the summer. We also have the continued opportunity for your children to learn a musical instrument in school with Claire Simmons and letters for this will be given out in September too.

Well after a very busy and wonderful year, I am pleased to say go and rest, laugh and enjoy life with your families. I know that we will be and finally the sun is here, let's hope it stays. We will see you on Tuesday 3rd September at our normal time of 8.40am. Have a lovely summer

Miss Gage

Miss Gage

United we strive for excellence-together we shine

# ATTENDANCE INFORMATION

Our schools attendance target is **96%**

	This Week	YTD
<b>Infants</b>	95.57%	94.62%
<b>Lower Juniors</b>	97.22%	95.55%
<b>Upper Juniors</b>	93.65%	95.32%
<b>Whole School</b>	95.42%	95.07%

Highest attendance award goes to **Lower Juniors** for the whole year!

**PLEASE ENSURE YOU INFORM THE SCHOOL OFFICE BY TELEPHONE OR EMAIL (NOT CLASS DOJO ) IF YOUR CHILD IS OFF SICK OR WILL BE COLLECTED BY A DIFFERENT ADULT - THANK YOU.**

If your child is off sick from school, please notify the school office no later than 9.25am—school policy states we need to be notified every day of absence. Please either email [admin@st-john.essex.sch.uk](mailto:admin@st-john.essex.sch.uk) or phone and leave a message if no answer.

**Please Note:** Trainers are not permitted. Black shoes for boys and girls only. Children can bring trainers into school to change into at breaktime if they wish to.

Long hair needs to be tied back safely, no jewellery to be worn in school apart from small stud earrings and a watch. No nail varnish.

Feel free to pack a healthy snack for your child to have a breaktime, crisps, sweets and fizzy drinks are not permitted.

## **Unexpected School Closures**

If we have to close school unexpectedly - information will be posted on the Home Page of the school website:

<https://www.st-john.essex.sch.uk/>

Alternatively, information can be found on the Essex School

**Closures page at:**

<https://www.essex.gov.uk/schools-and-learning/schools/emergency-school-closures>

**The decision to close the school is never taken lightly.**

**Please select your child's school meals as far in advance as you can—but no later than 9am on Thursday for the following week.**



# Information for parents and carers

St. John the Baptist Primary School recognises that positive behaviour and good attendance are central to raising standards of pupil attainment. Regular attendance is essential for pupils to get the most out of their school experience, including their attainment, wellbeing, and wider life chances."

## ***What should I do if my child is absent from school?***

*By law, schools must record absences and the reasons given.*

*You are therefore required to contact the school immediately if your child is absent. On their return to school you must then send a note explaining the reason for the absence.*

*The school office should be informed in writing of absences known in advance, such as medical appointments. If you wish to request a longer absence – which may or may not be authorised please use a Leave of Absence form available from the school office.*

For all children to gain the greatest benefit from their education it is vital that they attend regularly and be at school, on time, every day that the school is open unless the reason for the absence is unavoidable. Any absence affects the pattern of a child's schooling and regular absence will seriously affect their learning.

Our Attendance Policy aims to raise and maintain levels of attendance by:

Promoting a positive and welcoming atmosphere in which pupils feel safe, secure and valued.

Raising awareness of the importance of good attendance and punctuality.

Ensuring that attendance is monitored effectively, in line with Government and Local Authority requirements, and reasons for absences are recorded promptly and consistently.

Working in partnership with parents/carers so that they are aware of their own child's attendance record and the impact that this is having on their education.

The school's Attendance Policy is published on the school website, or is available from the office. We are always pleased to support pupils and their families to ensure regular attendance at school.

## **Understanding different types of absence**

Every half-day absence from school has to be classified by the school (not by the parents), as either AUTHORISED or UNAUTHORISED. This is why information about the cause of any absence is always required, and is a legal requirement.

**Authorised absences** are mornings or afternoons away from school for a good reason like illness, medical or dental appointments which unavoidably fall in school time, as well as emergencies or other unavoidable cause.

**Unauthorised absences** are those which the school and the governors, following Government regulations, do not consider reasonable and for which no 'leave' has been given. This type of absence can lead to the Local Authority using sanctions and/or legal proceedings including penalty notices and fines.

Unauthorised absence includes:

parents/carers keeping children off school unnecessarily e.g. because they had a late night or for non-infectious illness or injury that would not affect their ability to learn;

truancy before or during the school day

absences which have never been properly explained;

## Holidays in Term Time

**There is no entitlement in law for pupils to take time off during the term to go on holiday.**

The law specifies that headteachers may not grant any leave of absence during term time unless there are "exceptional circumstances". The School Attendance (Pupil Registration) (England) Regulations 2024 state that "the need or desire for a holiday" is not considered an exceptional circumstance.

At St John the Baptist Primary 'exceptional circumstances' will be interpreted as:

*... being of unique and significant emotional, educational or spiritual value to the child which outweighs the loss of teaching time and cannot be taken outside of term time.*

It is important for parents/carers to be aware that while decisions will be made on a case-by-case basis, requests will normally be refused.

**The Department for Education has introduced a new statutory national Framework, that all schools in England must follow.**

There is now a single consistent national threshold for when a penalty notice must be considered by all schools in England of 10 sessions (usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period. These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence, including lateness.

If a Penalty Notice is issued for an offence of unauthorised absence, the first will attract a fine of up to £160 per pupil (£80 if paid within 21 days);

A second offence in three years will attract a fine of £160 per pupil.

Schools cannot issue a third penalty notice in 3 years, and must consider other sanctions, which may include prosecution.

**Please speak to the school if you need more information about the new rules.**



Essex County Council

## Helping parents to understand the changes to fines for term time holidays

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines issued for unauthorised holidays recorded by schools after 19<sup>th</sup> August 2024.

### Who may be fined?

Penalty Notice Fines are issued to each parent who allows their child to be absent from school.

For example: 3 siblings absent for term time leave, would result in each parent who allowed the holiday receiving 3 separate fines.

### First Offence

The first time a Penalty Notice is issued for an unauthorised term time holiday the fine amount will be:

£80 per parent, per child if paid within 21 days.

Increasing to £160 if paid between days 22-28.

### National Threshold

There will be a single consistent national threshold for when a penalty notice must be considered by all schools in England of 10 sessions (usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence, including the U code (late after registers have closed).

For example: a 5 day holiday would meet the national threshold.

The 10-school week period can span different terms or school years.

### Second Offence

(within 3 years)

The Second time a Penalty Notice is issued for unauthorised absence the amount will be:

£160 per parent (who allowed the holiday), per child, payable within 28 days.

### Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed a Penalty Notice will not be issued and local authorities will need to consider other available measures to address the absence concerns. This may mean that cases are presented before a Magistrate's Court. Prosecution can result in criminal records and fines of up to £2,500.

Cases found guilty in the Magistrates' Court can show on the parent's future DBS certificate due to 'failure to safeguard a child's education'.



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### Everything you need to know!



Venue - Maltings Academy Spinks Lane, Witham CM8 1EP



Time 9.00am - 3.30pm  
Early Drop Off 8.30am - Late Pick Up 4.30pm



Age - For all school aged children from Year 2 - Year 7



Sports - Football, Basketball, Tag Rugby, Gymnastics, Cricket  
PLUS much more



Price - Normal Day £27.50  
Early Drop Off £3 - Late Pick Up £5



# Summer Holidays Trampoline Taster Sessions at Earls Colne Rec Club



Come and have a go at bouncing  
on a competition level trampoline  
with Dimensions Trampoline Club!

12:00 – 1:00pm:

- ★ Friday 2nd August
- ★ Friday 16th August
- ★ Friday 30th August

Book one, two or all three!

£8.75 per session

£8.25 for ECRC members

Ages 3+. Limited spaces

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[eventsadmin@dimensionstrampolineclub.org.uk](mailto:eventsadmin@dimensionstrampolineclub.org.uk)





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**0345 260 1535**



\*Term time only



# St John the Baptist Primary School

## Summer Term April to July 2024

Date	Year Group	Event
15 <sup>th</sup> April	Whole school	Return to school
15 <sup>th</sup> April	Lower Juniors	Forest School
17 <sup>th</sup> April	Whole school	Topic Immersion day-Perform workshop/dress up
18 <sup>th</sup> April	Lower Juniors	Swimming lessons commence
22 <sup>nd</sup> April	Infants	Forest School
22 <sup>nd</sup> April	Whole School	Earth day- developing spirituality
26 <sup>th</sup> April	All welcome	FOPs meeting
29 <sup>th</sup> April	Upper Juniors	Forest School
3 <sup>rd</sup> May	Lower Juniors	Class trip to Layer Marney Tower
13 <sup>th</sup> May	Year 6	SATs week
13 <sup>th</sup> May	Infants	Forest School
20 <sup>th</sup> May	Upper Juniors	Residential to Kingswood trip
20 <sup>th</sup> May	Lower Juniors	Forest School
24 <sup>th</sup> May	Whole school	Break up for half term
		<b>Half Term</b>
3 <sup>rd</sup> June	Whole school	Return to school
3 <sup>rd</sup> June	Infants	Forest School
7 <sup>th</sup> June	Whole school	FoPS Quiz night
10 <sup>th</sup> June	Upper Juniors	Forest School
11 <sup>th</sup> June	Whole school	Class photos
17 <sup>th</sup> June	Infants	Forest School
18 <sup>th</sup> June	Whole school	Class photos reserve date
22 <sup>nd</sup> June	Whole school	FoPS summer fayre
24 <sup>th</sup> June	Year 6	Transition to secondary school week
24 <sup>th</sup> June	Whole school	Transition week
24 <sup>th</sup> June	Whole School	Arts week
24 <sup>th</sup> June	Lower Juniors	Forest School
1 <sup>st</sup> July	Infants	Forest School
4 <sup>th</sup> July	Whole school	Sports Day
5 <sup>th</sup> July	Whole school	Festival Day—CANCELLED
8 <sup>th</sup> July	Infants	Forest School
8 <sup>th</sup> and 9 <sup>th</sup> July	KS2	KS2 performance (times tbc)
12 <sup>th</sup> July	Whole school	Leavers' disco 3.30pm-5.00pm—all years
12 <sup>th</sup> July	Whole school	School reports home
15 <sup>th</sup> July	Upper Juniors	Forest School
19 <sup>th</sup> July	Whole School	Leavers assembly-all welcome
22 <sup>nd</sup> July	Whole school	Non-pupil day
23 <sup>rd</sup> July	Whole school	Non-pupil day