



# St John the Baptist Primary School

Friday 6th September 2024

## Diary Dates

### 6th September

After school

Meet the teachers

### W/C 9th September

After school clubs start

(not Multiskills)



Self-motivation Honesty Imaginative Nurturing Empathy

Collective worship theme: Excellence

Dear Parents and Carers,

A very warm welcome back to everyone and especially to our new families. Our school is filling up with the most wonderful children and we are incredibly lucky to have you as part of our school community.

It has been a busy week this week with Roman shields, sports legends research and learning all about kings and queens and the children have flourished at every opportunity. We take pride in the information we share with you on Class Dojo so if you are a parent that is not yet signed up please do let me know.

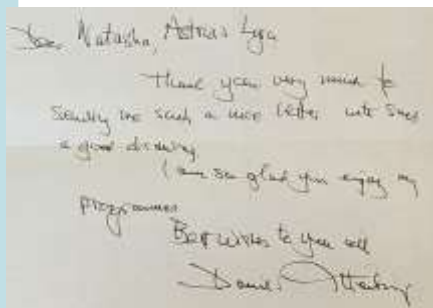
### Changes to Reading Records

Your child will not come home this year with a Reading Record Book. Our expectation for reading at home has not changed but we want the emphasis to be on your child enjoying reading independently or with or to you. Taking away the Reading Record book means that there is more time for reading at home and more enjoyment within it. Enjoy spending the time together. If you have any questions at all about this please do ask Mrs Lock.



I would like to say thank you to one of our new families, Lola has joined us this year and we are very lucky to have her, her Nan made us this beautiful cross which now hangs proudly in our reception foyer. Thank you for your generosity and kind gesture.

Before we broke up from summer, some of the children from Panther class wrote to David Attenborough. During the holidays, Lyra, Natasha and Astrid received a reply, which they were delighted about. It is really important to encourage our children to have a voice and know that if they speak, anyone will listen. I wonder, who will they write to next?



Clubs start next week (apart from Multiskills), and if you have not signed up for any yet then please do. Also, if your child would like to trial a club for 1 session then please speak to us in

the school office and we can set this up for you.

Once again, a huge thank you to everyone within our school community for making the first week of school filled with joy and laughter. Children, parents and staff are what makes our school shine so bright.

Have a great weekend. Miss Gage

United we strive for excellence-together we shine

# ATTENDANCE INFORMATION

Our schools attendance target is **96%**

	<b>This Week</b>
	<b>Fri-Thurs</b>
<b>EYFS</b>	98.96%
<b>Infants</b>	98.72%
<b>Lower Juniors</b>	100%
<b>Upper Juniors</b>	100%
<b>Whole School</b>	99.35%

**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. Any orders placed after this time will not be processed .Thank you.**



# 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.**



## 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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# WELLBEING ART



STARTS 07/09/2024  
8 SESSIONS OVER 8 WEEKS  
11:00 - 13:00  
SIBLE HEDINGHAM LIBRARY

07/09/2024  
05/10/2024  
07/12/2024  
01/02/2025

01/03/2025  
05/04/2025  
03/05/2025  
07/06/2025

FOR FURTHER INFORMATION & TO ENROL ...  
SCAN QR CODE, VIEW WEBSITE, PHONE



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# WELLBEING ART



STARTS 13/09/2024  
10 SESSIONS OVER 10 WEEKS  
13:00 - 15:00  
HALSTEAD LIBRARY

13/09/2024  
11/10/2024  
08/11/2024  
13/12/2024  
10/01/2025

14/02/2025  
14/03/2025  
09/05/2025  
13/06/2025  
11/07/2025

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