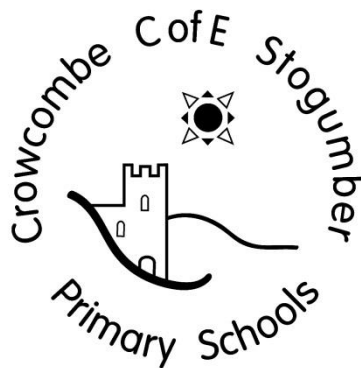


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Together, let us Love, Encourage, Achieve and Flourish. (Hebrews 10 24-25)

Executive Headteacher: Mrs Kate Lewis

16th September 2024

Dear Parents and Carers,

I hope you have all had a restful and enjoyable summer break. It has been wonderful to have the children back in school for the last week and to see their enthusiasm as we embark on another year of learning, growth, and success together, and I look forward to seeing the wonderful progress each child will make.

As we start this new term, I would like to take the opportunity to highlight one of the key factors that contribute to your child's success in school: regular attendance. We are committed to providing high-quality education, but for your child to fully benefit from this, it is essential that they attend school consistently.

New statutory guidance and legislation on **School Attendance**, along with the revised use of penalty notices came into force on **Monday 19th August 2024**. This includes consideration for penalty notices now being used for non-consecutive unauthorised term-time leave. We are in the process of reviewing our Attendance Policy in line with this new legislation using a model policy provided by the local authority. We will share this policy with you all in the next few weeks and it will be available on the school website.

Why Attendance Matters

- **Learning Continuity:** Regular attendance ensures that your child doesn't miss out on important lessons and activities. Each school day builds on the last, and consistent attendance helps children stay on track with their learning.
- **Building Strong Habits:** By attending school every day, children develop good habits for the future, such as responsibility and commitment, which will be invaluable throughout their academic journey and later in life.
- **Social and Emotional Development:** Being in school regularly also supports children's social skills and emotional wellbeing. It helps them build friendships, engage with classmates, and feel part of the school community.

Our Attendance Expectations

We understand that occasionally children may need to be absent due to illness or other valid reasons, but it is important to keep these absences to a minimum. Our aim is for every child to achieve **at least 96% attendance** over the school year. If your child is unwell, please inform the school as soon as possible, and we will support them in catching up on any missed work.

If you are ever in doubt about whether your child is well enough to attend school or need advice on managing attendance issues, please do not hesitate to contact us. We are here to help and will work with you to support your child's attendance and learning.



**Artsmark
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Working Together for Success

We are committed to providing your child with the best possible education, and we know that by working together with parents, we can ensure every child achieves their full potential. Your support in promoting good attendance and ensuring that your child is in school, on time, every day, is key to their success.

Communication:

Effective communication between home and school is key in order for us all to work together. Class Dojo is our main form of communication between home and school. The 'School Story' will be used to inform parent carers of key dates, upcoming events, share newsletters and share whole school learning and enrichment opportunities.

Class Dojo allows for direct messaging to office staff and staff members working with your child. Please be aware that staff are teaching during the school day so will only be able view Class Dojo between 8am- 8.30am and 3.30pm – 4pm. If you need to make contact outside of these times then please directly message the office staff who will be able to pass any messages on and help answer your questions. In order to ensure that correct communication pathways are followed we have provided the table below so that you know who to contact should you have a question or query:

I have a question about....	Who you need to talk to / message:
Attendance including reporting a child absence	The school office via phone, dojo or email
Clubs, minibus and lunches	The school office via phone, dojo or email
Payments and school trips	The school office via phone, dojo or email
My child's learning and wellbeing	The class teacher via dojo or through the school office who will pass the message on
Child protection and safeguarding concerns	Mrs Lewis (The designated safeguarding lead) via the school office
Concerns or complaints	Mrs Lewis through the school office. Please see the Complaints Policy on the school website

As schools we value promoting staff wellbeing and supporting our staff to find a suitable work-life balance. Therefore please consider this when using the direct messaging facility on Class Dojo. Staff will aim to respond to communication during core school hours or their working hours if they work part-time.

Once again, I would like to say how wonderful it is to have the children back in school and see their smiling faces each day. Please look out for newsletters and dates for your diaries about upcoming events – we are planning an event to introduce you to the teaching staff and inform you of our development areas this academic year so do look out for this.

Thank you for your continued support, and I look forward to a fantastic school year ahead.

Yours sincerely



Mrs Kate Lewis
Executive Headteacher