

September 2023



## Welcome Parents and carers!

Welcome to our first newsletter of the new academic year and the first one from me, as the Interim Head.

We would like to thank you for your support and partnership with helping the children settle in to their new classes and routines this academic year. The children are eager to learn and showing their enthusiasm in lessons.

We would like to officially send a special, warm Edleston welcome to all our new children and families who have started with us in the Reception class and others who chosen to join our school recently: you are all doing brilliantly adapting to school life so quickly and getting more confident each day! Also, we want to send a warm welcome to our new staff who have joined our team this year: Miss Hoikkuri, Miss Tomkinson and Mr Wain



### YEAR 6 SECONDARY TRANSITION APPLICATION

Pupils in Year 6 are due to transfer from primary to secondary school in September 2024. The application for a secondary place is now open! Apply online on the parent portal using the link below – due **31<sup>st</sup> October 2023**.

<https://www.cheshireeast.gov.uk/schools/admissions/apply-for-september-2024-school-place.aspx>

### RECEPTION STARTERS 2024

If you know anyone with children due to start Reception in September 2024 then apply at the same place by **15<sup>th</sup> January 2024**



#### CONTACT DETAILS

It is vital that we have everyone's up-to-date contact information so please contact the school office if your details have changed.

[admin@edleston.cheshire.sch.uk](mailto:admin@edleston.cheshire.sch.uk)

#### SCHOOL GATEWAY

**SNACKS** – please pay by 8.15am for your child to have snack that day. If you prefer – you can pay daily, weekly or even half termly.

**SCHOOL DINNERS** - please remember if your child is in KS2 [Yr3-Yr6] then you must pay for school meals on the app beforehand unless you are entitled to income related free school meals

#### October

- 5<sup>th</sup> - National Poetry day and Disney themed lunch
- 11<sup>th</sup> - Parents Evening
- 12<sup>th</sup> – Y4 Blue Planet Aquarium trip
- 16<sup>th</sup> - Homework Project due in 19<sup>th</sup> – 2pm
- Harvest festival at Union Street Baptist church
- 20<sup>th</sup> – Inset Day (School closed for staff training then half term)
- 30<sup>th</sup> - Back to school - 8,45am start

#### November

- 2<sup>nd</sup> - Flu spray
- 3<sup>rd</sup> Bonfire themed lunch
- 7<sup>th</sup> – Y2 Victorian Workhouse trip
- 14<sup>th</sup> - Y5 trip to Slavery and World Museums
- 14<sup>th</sup> – Edleston Family Bingo @3.30pm
- 15<sup>th</sup> Pudsey themed lunch

#### December

- 4<sup>th</sup> - Inset day (School closed for staff training)
- 12<sup>th</sup> – Rec & KS1 Xmas performance @2pm
- 13<sup>th</sup> - KS2 Xmas performance @2pm
- 14<sup>th</sup> – Xmas dinner day
- 15<sup>th</sup> - Xmas jumper day & Panto day
- 18<sup>th</sup> - 9am End of term Celebration Assembly
- 18<sup>th</sup> - Homework due
- 21<sup>st</sup> - Xmas party day
- 21<sup>st</sup> - School finishes at 2pm and then closed for end of term holiday.

School re-opens on Monday 8<sup>th</sup> January.

**PLEASE NOTE: change of finish date this term. THURSDAY 21<sup>st</sup> DECEMBER**



# ATTENDANCE

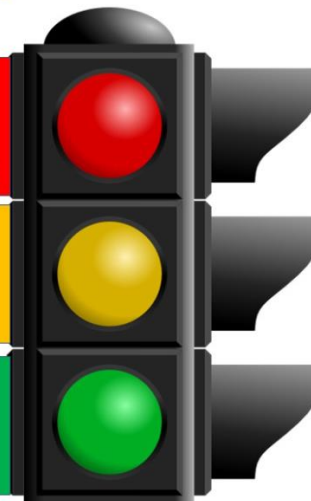
## Why is it important?

Attendance	Days absent	Weeks absent	Lessons missed
95%	9 days	2 weeks	50 lessons
90%	19 days	4 weeks	100 lessons
85%	29 days	6 weeks	150 lessons
80%	38 days	8 weeks	200 lessons
75%	48 days	10 weeks	250 lessons
70%	57 days	11.5 weeks	290 lessons

**89% or below**  
**Drastic effect on academic achievement**

**96% - 90%**  
**Cause for Concern**

**100% - 97%**  
**Excellent!**



At Edleston Primary School, we believe that attendance and punctuality are important in helping our children be the best that they can be and maximise their educational attainments and opportunities. Education is important particularly given the difficult times we have recently experienced in educating our children through a pandemic. Attendance is checked daily and analysed weekly. We know that days off school soon add up, missing lessons makes it hard to catch up and children must work harder when they come back. We are therefore, asking you to support us by keeping your child's absences to a minimum during term time.

A brief outline of the school policy on attendance and absence appears below, with full policy and attendance details available on our school website.

### Attendance

If your child is absent, you must notify the school on each, and every day of absence. This can be done by phone: (01270) 910325 or via dojo to Mrs Green or myself, letter or in person. If you need to discuss your child's absence or have any concerns about their attendance, please contact school and speak to Miss Procter or Mrs Green.

### Punctuality

School begins at 8.45am and children are expected to be in school for registration by this time. The school gates will be locked at 8.45am. Children arriving after this will need to enter via the school office. Late marks will be recorded 5 mins after the register closes.

### Unauthorised Absences - Penalty Notices

Parents/carers should be aware that Edleston Primary School may contact the Local Authority if a pupil has 10 or more unauthorised absences in any one term, with a view to issuing a Penalty Notice. The Penalty Notice is issued individually to each parent/carer who fails to ensure their children's regular attendance at school. Parents will receive a written warning of the possibility of a Penalty Notice being issued and will have 15 days to ensure an improvement in attendance and / or punctuality. Failure to ensure improvement will lead to the issue of a Penalty Notice. The Penalty is £60 per parent/carer per child if paid within 21 days rising to £120 if paid within 28 days. Non-payment of the Penalty Notice may result in prosecution in the Magistrates' Court.

### Exceptional Leave of Absence in Term Time

The headteacher cannot authorise any leave of absence during term time for a family holiday. Leave of absence for other reasons can be requested but will only be authorised in *exceptional circumstances* and at the discretion of the head teacher. If leave is taken without prior consent, the school the school may apply to the Local Authority for a Penalty Notice to be issued to each parent/carer/partner living in the household. The Penalty is £60 per parent/carer per child if paid within 21 days, rising to £120 if paid within 28 days. Non-payment of the Penalty Notice may result in prosecution in the Magistrates court.

Thank you for your continued support in this matter,

Yours sincerely,

Miss Procter