

## Welcome Back!!

First of all can I say a huge “Thank You!” to everyone for being so calm and positive in these very strange times.

We are delighted to be back and all we can see in school are smiley, happy children who are pleased to be here and eager to learn. A year 2 girl told me she didn’t think she would enjoy the changes in class but she actually really likes them. A year 6 pupil wrote in her English book “I didn’t really want to come back (to school) ...now I’m back I’m really happy”.

We are being very strict about keeping ourselves safe - strict with children, with staff and with any visitors to school and hope you continue to work with us on this.

We will only allow people into school if it is absolutely necessary and may ask you to meet with us outside if it is possible.

Can I ask that you move away from the school gate as soon as you have dropped your child off—from next week a group of more than 6 people will not be permitted and large groups can be very intimidating for people trying to find a way through.

If you have any concerns or questions please contact the school office and we will get back to you as soon as we can.

## Uniform Reminder

All children should come to school in PE kit as there will be no option to change and we will be doing lots of physical exercise to regain lost fitness and support emotional health.

Children must wear trainers, black leggings or jogging pants, a white/red polo shirt and a red sweatshirt/jumper/cardigan. **Hoodies must not be worn inside school but can be worn in place of a coat.**



OR



black leggings or joggers



OR



white or red polo shirt



OR



OR



a red jumper or cardigan or sweatshirt



trainers – any brand or colour but must be suitable for sports

Apart from trainers ALL CLOTHES MUST BE LOGO FREE (EXCEPT THE SCHOOL LOGO) – we do not want any child to feel they are not good enough because they do not have Adidas/Nike etc. Supermarkets sell cheap and serviceable sportswear, which would be perfect.

## Lunches

At the moment all children are eating a packed lunch in their classrooms.

In two weeks we will introduce hot school meals which will be delivered to the classroom in a hot lunch box - sandwiches will still be an option for children up to year 2 or those bringing a packed lunch in key stage 2.

After half term we will introduce a dining room system for some (older) children. This will only be done once we have undertaken a complete risk assessment as children moving around school brings many more risks.

On the last page of this newsletter there are some ideas for healthy packed lunches. We have seen some lunch boxes this week that fall far short of anything healthy and would urge you to give your child the very best chance by providing them with nutritious food not empty calories.

We only permit plain tap water in school and, as all children must have a water bottle in school, no additional drinks are needed in lunch boxes.

### **NO SWEETS, CRISPS OR CHOCOLATE ARE ALLOWED IN SCHOOL.**

Chocolate biscuits, small buns and cake bars are permitted as part of a healthy balanced meal as are Mini Cheddars but to avoid confusion - if it can be bought in the biscuit aisle it is allowed.

Finally, please only put three items in your child's lunch box. An easy example is a sandwich, a piece of fruit and a small treat. See back page for ideas.

## Snack

Children can bring a snack for morning break—**fresh fruit or vegetables**

## Water

**It is vital that all children bring a refillable water bottle to school every day containing plain tap water. No other drinks are provided in school and children need to be hydrated.**

## Attendance and Punctuality

Please make sure your child is at school for the allocated time. If you arrive early or late your child is at risk of mixing with children from other bubbles and so catching or passing on any virus that they or others may have. Children can carry COVID 19 and show no symptoms.

I have attached our attendance policy to this newsletter for you information.

## Health and Safety

Apart from all the additional measures we are taking to keep your children safe we have the usual considerations to make.

### **ALL EARRINGS AND ALL OTHER JEWELLERY MUST BE REMOVED FOR PE AND EXERCISE.**

We undertake intense physical exercise in every class every day so your child must remove their earrings for each session of this and every PE lesson. It may be better for them not to wear earrings for school - it is certainly safer!

## Mill Lane Primary School Attendance Policy

The school aims to ensure all children achieve their full potential in all aspects of their school life **and are safe at all times**. In order to achieve this it is vital that children attend school every day.

It is the legal responsibility of all parents to ensure their child(ren) attend school every day.

If your child is absent from school you should contact the school office by 9am or as soon as possible on the first day of absence; this can be done by telephone on 01924 477544 in writing or by text message on 07864 116308.

If school is not contacted by parents then parents will be contacted by the school to gain a reason for the absence and ensure the child is safe. If no reason can be found (if parents cannot be contacted) the absence will be recorded as unauthorised. If no reason for absence is received, the absence will continue to be recorded as unauthorised. If parents or **other named contacts** cannot be contacted, we will carry out a home visit and **if we are still unable to locate your child we will contact the Police and report your child missing**.

Attendance will always be a high priority for school and we expect 100% attendance for all children. We will continue to promote attendance in a positive way through assemblies, certificates and prizes.

In addition to being in school every day it is also of equal importance that your child is in school on time. The school doors open at 8.50 and the register is taken at 9am. Children arriving between 9.00am and 9.15am will be recorded as being late. Children arriving after 9.15am will also be recorded as late but this will also mean that they will lose their attendance mark for that morning and the absence will be recorded as being unauthorised.

If your child arrives at school after 9am you will be required to bring them into school and sign the "Late Book" explaining why they are late.

All requests for term time absence will be termed as "leave of absence". The school will not authorise any requests for leave of absence other than in exceptional circumstances. Parents will have to demonstrate that the leave is exceptional **to the child**. Any request for leave of absence should be made in writing. A form is available from the school office.

If a child is taken out of school for an unauthorised leave of absence then a Fixed Penalty Notice may be issued. Fixed Penalty Notices are calculated as follows:

£60 per **\*parent** per child if paid within 21 days.

£120 per **\*parent** per child if paid after 21 days but before 28 days.

Failure to pay the penalty notice could result in the Local Authority starting legal proceedings against you for the offence of not ensuring your child's regular attendance at school. If you are found guilty of the offence you may be fined up to £1000 and you will receive a criminal record.

Where parents continue to take unauthorised leave of absence, despite having previously been issued with a penalty notice, the Local Authority will consider a direct prosecution Section 444 of the Education Act 1996.

Children must be brought to school unless they need to be absent for an authorised reason. Authorisation will be granted for illness, medical appointments that cannot be made outside the school day and religious observance (a maximum of 3 days may be requested during any one school year with no more than 2 days at any one time).

Attendance below 90% will trigger the involvement of the Attendance and Pupil Support Service.

***\*Parent, as defined by the education act 1996 section 576, means any adult who has parental responsibility for a child (as defined by law) or any adult who has care of a child. This applies regardless of whether or not the adults are birth parents.***

