

*Whitley & Eggborough Community Primary School*

*Head Teacher: Miss S Langridge*

*Learning Lane, Whitley, Goole, DN14 0WE*

*Tel: 01977 661247*

*Chair of Governors: Ms* *E Ridley*

September 2019

Dear Parents and Carers

Welcome back to our new school year – it has been really lovely to see all the happy faces of the children as they have come into school. We had a very busy summer holiday with lots of improvements being made to the fabric of the building – some of which were essential Health and Safety works and some which was work carried out by volunteers from SSE Keadby. On that note I would like to say a massive thanks to Kayleigh Wilcox (mum of Georgia) who organised the volunteers to come and spend two days with us painting various areas of the school. Without the good will and support we would not be able to have the school looking so fantastic.

I would also like to thank all the hard working staff who also came in during their holidays and transformed the classrooms from building sites to amazing working environments for your children – it is very much appreciated and we hope you like the improvements.

At this time of year I would like to take this opportunity to remind everyone of a few important messages from school.

**Firstly, please be reminded that we are now a fish free school as we have a child in school who is potentially severely allergic to fish. Please ensure any food sent into school with your child does not contain fish i.e. tuna sandwiches. We appreciate that this may be difficult, but we will keep you updated on any further information.**

I would like to remind everyone to use the School Jotter App that is available free to download from the App store. This is one of our key ways of communicating key messages and events and we would strongly recommend you have this to keep up to date with everything going on in school. To receive notifications, you will need to ensure you are signed in to the App and turn on notifications in settings on the device.

<https://www.schooljotter.com/school-jotter-mobile-app/>

In the meantime, here is a taster of some of the events we have coming up in the next few weeks:

**13th September – Roald Dahl Day** – children may come to school dressed as a character from a Roald Dahl book. We are collecting any donations in aid of the Childrens’ Charity.

**27th September** - Macmillan Coffee Morning – we will be inviting parents to join us in the morning to raise funds for this extremely worthwhile cause (times will follow).

**27th September** - we are aware that the World Cycling is coming close to school so due to several local road closures and also to provide the children with the opportunity to watch this exciting event, we are planning to have an early lunch, register the children and allow them to be collected at 12:45pm. **PLEASE NOTE WE WILL BE OPEN AS USUAL UNTIL 3:15PM ALONG WITH THE USUAL AFTER SCHOOL CLUB IF YOU DO NOT WANT OR ARE NOT ABLE TO COLLECT YOUR CHILD.**

**Harvest at Whitley** – this year we will be collecting items in aid of the Selby Food Bank again in October – more details will follow in the Dates for the term info.

**Clubs**

We are planning to get the clubs form out to all parents on ParentMail in Years 1 - 6 today and clubs will start on Tuesday 10th September from 3.15 – 4.15 pm.

Young Voices – details of the after school club for this will also follow shortly.

**Uniform and PE Kits**

Please ensure that your child/children are wearing the correct uniform in school including pumps for indoor wear and not trainers. Please could we also ask that PE kits are brought into school on a Monday and taken home for washing on a Friday. Whilst we do have set days for PE, there are occasions when it takes place on an ad hoc basis.

**Attendance**

I would also like to remind parents about the importance of “good” attendance in school. Recommendations from the government are for all children to achieve a minimum of 96% average attendance across the year. Children falling below this percentage will fall in to the bottom 10% of children nationally for attendance. Research shows that children who have time away from school miss out on key elements of their education which can be difficult for them to catch up on.

Last year at Whitley we managed to hit the 96% target, however in holiday (authorised and unauthorised) alone we had 77 children taking 333 days in total. Term time absence not only disrupts you own child’s education but it can impact on the continuing education of the rest of the class when they return.

**Term time Absence Information**

I refer you to the Attendance Policy and Term Time Absence Policy for the school which can be found by following this link:

<http://whitleyandeggborough.sites.schooljotter2.com/about-us/key-information-statutory-data/school-policies-and-procedures>

Please be aware that all applications for term time absence should be made at least **6 weeks** prior to the first day of requested absence. In order to avoid any confusion or understanding, please ensure that all requests for an application for leave are made to the Headteacher **in person or via the telephone** and not through email. This will provide us with the opportunity to ensure that parents are fully aware of the consequences of taking a term time absence. Following the receipt of the request, the Headteacher will consider the application and a response will be sent via email using the email address provided to the school by yourselves. This has been discussed and agreed with North Yorkshire County Council. If we do not have an email address the response will be sent by first class post.

Please be aware that unless the circumstances are exceptional as stated in the policies, the absence will be marked as unauthorised and any time in excess of four days will (in most cases) be sent to the Local Authority who are likely to issue a fine according to the policy.

This is standard procedure as per government policy (<https://www.gov.uk/school-attendance-absence>) which schools are required to adhere to. An example of an exceptional circumstance would be a parent returning from war following active military service.

**Appointments and Punctuality**

School recommends that where possible appointments are made outside of school hours, including dental/Dr’s appointments, however we do understand that with some hospital appointments this can be more difficult. Should your child need to be absent from school, please provide the office with sight of confirmation of the appointment i.e. a hospital letter or appointment card/text.

Arriving to school on time is equally important and we would urge you to ensure your child is in school and ready to start learning by 08:55am. School is open from 08:40am.

We have a new class reward scheme for the class “Attendance-opoly” which is displayed in the main entrance. I know the children are looking forward to playing and receiving their whole class rewards.

In the meantime, I would like to thank you for your consideration and support in this very important matter and we look forward to seeing your children on a daily basis, bright and early.

Yours faithfully

Sarah Langridge

Headteacher