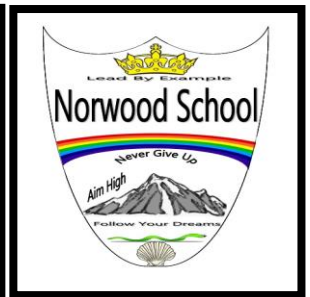


Norwood Primary School

NEWSLETTER

October 2016

Head Teacher—Mrs D Reynolds



Jeans for Genes Day

Thank you to everyone who came to school on Friday 23rd September wearing jeans and donated to this worthy charity. It was much appreciated and we raised an incredible £176.00.

A special mention to our Year 5 pupils-Ella Andrews, Leah Davis, Nada Jaber and Grace Ajayi who independently raised £23.66 towards the charity by deciding to 'put 1 hand behind their back for the day' and asking pupils/staff to donate.

Total amount raised for the charity is £199.66.

Consultation Evenings

Our autumn term consultation evenings will be taking place on **Monday 7th and Wednesday 9th November 2016**. The meetings are designed for you to have a discussion on your child's progress in school.

Due to Mr Burnham's paternity leave it is anticipated that the Year 3 appointments will take place on Monday 21st, Tuesday 22nd and Wednesday 23rd November 2016.

An appointment letter for all years apart from year 3 will be sent out on Monday 17th October which will include instructions on how to book your appointment online. **Appointments can be made from Monday 17th October and will close on Tuesday 1st November 2016 at noon. Year 3 appointment letter will follow.**

Should you be unable to attend your appointment please contact the school office to arrange a rescheduled meeting.

Secondary School Applications

Please can we remind our Year 6 parents/carers that applications for secondary school will need to be submitted online at www.peterborough.gov.uk/admissions by **31st October 2016**.

Absence Reporting

If your child is unwell and unable to attend school on the first day of absence contact the school office on 574717 **by 8.45am**. If no-one is available please leave a message.

Should the school office not receive a reason for absence on the first day, they will endeavour to contact parents/carers to check the safety of the child. As part of our Safeguarding procedures, if the school is unable to make contact with parent/carer or other emergency contact, a safe and well check will be carried out by school and/or police.

Sickness/Diarrhoea

Please remember that if your child has sickness or diarrhoea they must be kept off school for a **minimum of 48 hours** from the last episode of diarrhoea or vomiting. This is to reduce the risk of infection to other children and adults in school.

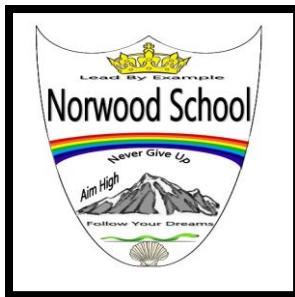
Attendance

Norwood Primary School aims to work together with our parents/carers to ensure that all children registered at the school attend both regularly and punctually. We value every child as an individual and believe that every child has an entitlement to education, enabling them to achieve their full potential.

Penalty Notices are issued by Peterborough Local Authority for the following;

- The pupil attendance levels falls to 90% or below and at least 8 sessions of unauthorised absence within an 8 week period (up to 3 penalty notices may be issued in any academic year).
- Persistent late arrival at school after the register has closed contributing to a level of 90% or below.
- Leave of absence in term time which has not been authorised by the school.
- Not remaining within the dates agreed for any authorised leave of absence.

Norwood Primary School has a Governor Attendance Panel and any absences that are not exceptional circumstance/unavoidable will be unauthorised.

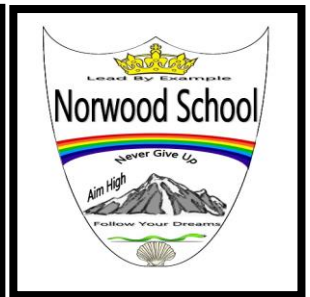


Norwood Primary School

NEWSLETTER

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At Norwood we monitor attendance and late arrivals of our pupils and work very closely with our Local Authority Attendance Officer. We will make contact with parents/carers by letter if we are concerned about either lateness or poor attendance. If poor attendance/lateness continues this could instigate involvement of the Local Authority Attendance Officer in requesting a meeting to discuss the concerns.

Norwood Website

Please visit our website www.norwood-school.co.uk for copies of all letters, diary dates, news updates and photographs of events. Please visit [Children's Zone](#) next week to see your child's curriculum for the second half of the Autumn term.

A reminder that should you need access to the internet (view emails, access our website or use ParentPay etc), our touchscreen is available in the school foyer. Miss Fletcher and Mrs Cowing will be happy to assist.

Lego Club

Please can we remind you that if anyone in our school community has any lego that they would like to donate to school to help with resourcing the club we would be most grateful.

Parent/Carer Governor Vacancy

We currently have a vacancy on the Governing Body for a parent/carer representative. If you feel that you may be interested in working with school in the role of a governor, please contact Mrs Reynolds with any questions or queries regarding the responsibilities that accompany such a role.

Contact Details

All correspondence from Norwood Primary School is communicated by email or text. Please inform the school office if any of your contact details change. This will ensure we are able to make contact with you quickly should the need arise. It will also ensure that you receive all electronic communication.

Please can we request that you check your emails daily so that no important letters or information is missed.

Lost School Uniform

Please could you check that you have the correct school uniform e.g. jumpers, cardigans etc at home as a number of named uniform items have gone missing. If you find any unfamiliar items please return back to school ASAP.

Unnamed School Uniform

Please can we remind parent/carers to mark any clothing with children's names. Any uniform that is found is checked for names and returned to the owner directly. Unnamed items are placed in lost property boxes.

The school cannot accept any responsibility for misplaced clothing but, if clothing is clearly marked, we will make every effort to return lost items.

Term Dates 2016-2017

Autumn Term

Half Term Monday 24th October - Friday 28th October 2016

Term Finishes Wednesday 21st December 2016

Spring Term

Term Starts Wednesday 4th January 2017

Half Term Monday 20th February - Friday 24th February 2017

Term Finishes Friday 7th April 2017

Summer Term

Term Starts Wednesday 26th April 2017

May Day Monday 1st May 2017

Half Term Monday 29th May – Friday 2nd June 2017

Term Finishes Thursday 20th July 2017

Half Term

We break up for half term on Friday 21st October 2016 and return back to school on Monday 31st October 2016. We hope you all have a good half term.