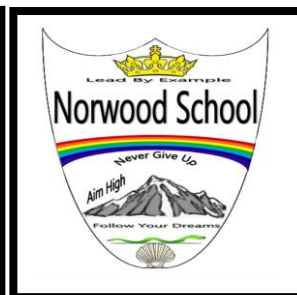


# Norwood Primary School

## NEWSLETTER

### November 2017

Head Teacher—Mrs D Reynolds



#### **Consultation Evenings**

Thank you to those parents/carers that attended consultation evenings held on **Monday 6<sup>th</sup>** and **Wednesday 8<sup>th</sup> November 2017**. Please can we remind you to return your consultation evening questionnaire to school.

#### **Attendance Policy**

The attendance policy has been amended by the Local Authority and ratified by our Governing Body.

Please visit [School Policies](#) on our school website to familiarise yourself with the policy. Please pay attention to the circumstances where a penalty notice may be requested from the LA by the school and absence procedures.

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.

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 Primary School has a Governor Attendance Panel and any absences that are not deemed as exceptional circumstance will be unauthorised.

#### **Absence Reporting**

If your child is unwell and unable to attend school please contact school on 01733 574717 by **8.45am** to let us know on the first day of absence. There is an answer machine on which you can leave a message if no-one in the office is available to take your call.

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.

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.

#### **Christmas Jumper Day 2017**

We will again be taking part in Christmas Jumper Day 2017 in aid of Save the Children.

This will take place on **Friday 15<sup>th</sup> December 2017**.

Children and staff are invited to come to school in school uniform but wearing a Christmas Jumper over school shirts/blouses. In return we ask for a minimum donation of £1.

#### **Diary Dates**

- **Tuesday 12<sup>th</sup> December 2017** – Year 1 & 2 Christmas performance at school-more information to follow
- **Tuesday 12<sup>th</sup> December 2017** – Flu Nasal Vaccinations for Rec-Year 4 pupils in school (Please remember to return consent forms)
- **Wednesday 13<sup>th</sup> December 2017** – Reception Christmas performance at school-more information to follow
- **Friday 15<sup>th</sup> December 2017** – School Christmas Lunch
- **Friday 15<sup>th</sup> December 2017** – Christmas Jumper Day

#### **Term Dates 2017-2018**

##### **Autumn Term 2017**

Term Finishes Tuesday 19<sup>th</sup> December 2017

##### **Spring Term 2018**

Term Starts Thursday 4<sup>th</sup> January 2018  
Half Term Monday 12<sup>th</sup> February – Friday 16<sup>th</sup> February 2018  
Term Finishes Thursday 29<sup>th</sup> March 2018

##### **Summer Term 2018**

Term Starts Wednesday 18<sup>th</sup> April 2018  
May Day Monday 7<sup>th</sup> May 2018  
Half Term Monday 28<sup>th</sup> May – Friday 1<sup>st</sup> June 2018  
Term Finishes Tuesday 24<sup>th</sup> July 2018