



Head Teacher : Mrs D Reynolds - BSc Hons QTS NPQH

*Aim High*

*Never Give Up*

*Follow Your Dream*

*Lead By Example*

12/09/12

Dear Parents/Carers

Norwood School Governing Body successfully implemented a whole school attendance policy that the Local Authority has recommended to other schools in the city. The Governing Body regularly reviews the school policies and an up to date policy and criteria assessment information is available on our website or through the school office upon request.

The term dates for the next academic year (2012/2013) are outlined below.

| <b>Autumn Term 2012</b> |  |
|-------------------------|--|
| Opens                   | Wednesday 5 <sup>th</sup> September 2012                 |
| Half Term               | 29 <sup>th</sup> October – 2 <sup>nd</sup> November 2012 |
| Closes                  | Friday 21 <sup>st</sup> December 2012                    |
| <b>Spring Term 2013</b> |  |
| Opens                   | Wednesday 9 <sup>th</sup> January 2013                   |
| Half Term               | 11 <sup>th</sup> – 15 <sup>th</sup> February 2013        |
| Closes                  | Wednesday 27 <sup>th</sup> March 2013                    |
| <b>Summer Term 2013</b> |  |
| Opens                   | Tuesday 16 <sup>th</sup> April 2013                      |
| May Day                 | Monday 6 <sup>th</sup> May 2013                          |
| Half Term               | 27 <sup>th</sup> – 31 <sup>st</sup> May 2013             |
| Closes                  | Wednesday 24 <sup>th</sup> July 2013                     |

Please take note of the following key dates for this academic year. They have been highlighted by Norwood School as times in the school calendar when attendance at school is of paramount importance. Our policy and criteria for leave of absence acknowledges requests for leave of absence at these times as undesirable.

- **The first and last week (or 5 school days) of each half term** as these are whole school assessment periods (these weeks include; Baseline Assessments, Writing Assessment, Key Skills Assessments, Assessing Pupil Progress tasks and Review Assessments for all children. Our Year 6 children will also complete practice SATs papers during this identified time).
- End of Key Stage 2 SATs will be taken during the month of **May 2013**
- End of Key Stage 1 SATs will be administered and moderated during **May/June 2013**
- Year 1 Phonics Screening during the month of **June 2013**
- Year 3, Year 4 and Year 5 Optional SATs week - **Monday 20<sup>th</sup> May to Friday 24<sup>th</sup> May 2013**
- IEP reviews for Special Education Needs (SEN) will take place during the following weeks :
  - **Tuesday 16<sup>th</sup> October and Friday 19<sup>th</sup> October 2012**
  - **Tuesday 19<sup>th</sup> February and Friday 22<sup>nd</sup> February 2013**
  - **Tuesday 11<sup>th</sup> June and Friday 14<sup>th</sup> June 2013**

If you have any questions regarding the above information please contact the school office.

Mrs Reynolds

