



11th September 2026

Dear Parents and Carers,

Welcome back to school! The children look very smart in their uniforms and have settled in so well. It is lovely to see so many siblings playing together at breaktime, and it is wonderful to see how confident our Year 3 children are becoming!

Communication

The MCAS app will be used for whole-school communication. Phase leaders or class teachers may send reminders on Dojo relating to the initial information. If you do not have access to your child's class on the Dojo app, please let the class teacher know.

To contact SLT, please use the school office email rather than Dojo. Dojo may also be used for year-group information if a message needs to be sent out quickly.

Issues or Concerns

If you have any concerns or issues, please speak directly to your child's class teacher. This is the quickest way to resolve any concerns.

If you are not happy with the response, please ask for your concern to be escalated to the Head of Phase (Miss Lund for Years 5 and 6, and Mrs Trembath for Years 3 and 4). If the situation is still not resolved, the Head of Phase will escalate the matter to a member of SLT.

Safety Outside School

For parents who were with us last year, you may remember that some work was undertaken with the council regarding safety outside school.

The Walk, Wheel and Cycle Trust (WWCT) have now completed their engagement with the school. They are currently reviewing the findings and considering a range of potential measures, including education, enforcement, engineering and environmental improvements, where appropriate.

They have said:

"Please be assured that all identified concerns are being carefully considered as part of the ongoing assessment process. We appreciate your patience and understanding while this work progresses."

Lost Property

Please ensure that all uniform, lunch boxes, water bottles, etc. are clearly labelled.

Any named lost property will be returned to your child. Unclaimed items will be put at the front of school on a Monday (weather permitting) for families to check. They will then be placed in the yellow lost property bin at the front of school.



Items left unclaimed for a long time will be donated to the Well Project.

Attendance

Attendance will continue to be an important focus for the school this year. Whilst our overall attendance is currently in line with the national average, we do have a number of pupils whose attendance is below 90%. This equates to around 19 days of absence across the school year and, over time, can have an impact on a child's academic progress, learning and social development.

Our aim is to work closely with families to provide support and encouragement where attendance is a concern. We recognise that children can sometimes be absent for a range of reasons, and we want to work in partnership with parents and carers to help ensure that children are in school as regularly as possible and are able to benefit fully from their education.

If your child's attendance begins to fall below a particular level, you may receive a letter from school as an early reminder. This is intended to keep families informed and, where appropriate, provide an opportunity for us to offer support before attendance becomes a more significant concern.

Term-Time Holidays

The Government has once again strengthened its expectations regarding absences taken for holidays during term time. The Trust's attendance policy is therefore based on, and reflects, the Government's current guidance and expectations.

Any holiday taken during term time will normally be recorded as an **unauthorised absence**. Where a child accumulates 10 unauthorised absences within a 10-week period, this may result in a penalty notice (fine) being issued.

If you have received two penalty notices within a three-year period and take a further holiday (or your child has 10 unauthorised absences for other reasons) within this time, the third holiday will not result in a further penalty notice but may result in prosecution.

Again, this is the procedure we must follow, but I wanted to make parents aware of this when deciding whether or not to book a term-time holiday. I would hate for the possibility of prosecution to come as a shock.

We understand that there may be individual circumstances surrounding a request for leave, and these can be considered on a case-by-case basis. On several occasions, I have discussed individual circumstances with the Education Welfare Officer (EWO); however, in each case, the penalty notice has still been issued.

Whilst exceptional circumstances will always be considered, it is important to emphasise that the threshold for authorising term-time leave is high. The vast majority of requests for family holidays will



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not meet the level required to be considered exceptional and will, therefore, be recorded as unauthorised.

Please feel free to discuss your circumstances with school **before booking your holiday**, so that we can advise you whether the circumstances are likely to meet the criteria for exceptional leave.

We fully appreciate the importance of family time. However, with approximately 13 weeks of school holidays available throughout the year, families are encouraged to plan holidays and extended family time within these periods wherever possible.

Vacancy

We currently have a vacancy for a Lunchtime Supervisor. Please see the Waterton website if you are interested in applying.

Wishing you all a wonderful weekend.

Kind regards,

Mrs Vickers