



April 2018 Newsletter

I hope that you all had a good Easter break and are enjoying the warm weather that has arrived at the beginning of this term.

Please make a note of the following dates for the next two terms:

May 7 th	Bank Holiday
May 14 th -17 th	Year 6 SATs
May 23 rd	Theme Day- Aspirations (including Takeover Day)
June 4 th , pm	KS1 Sports Day
June 12 th , pm	KS2 Sports Day
June 20 th	Town Sports
June 27 th	Theme Day- Sierra Leone
July 5 th	Year 6 St Leonards Academy Taster Day
July 5 th	New Reception Taster Day
July 13 th	Reports out to Parents
July 16 th , 3.30pm	3.30pm- Parents meet new teachers/ current teachers
July 19 th	Year 6 Leavers' Disco

I am sure that there will be additional dates so please check the website regularly for updates.

UNIFORM

With the warmer weather many of the children are now taking off their jumpers in class or outside. Please, please, please ensure that all clothing is named to minimise the likelihood that your child's clothing will get lost.

Please help your child's class to win the SMART award by ensuring that they are wearing the correct uniform. Plain black shoes and sandals are the only footwear that should be worn.

ATTENDANCE

As you know, by law, children must be in school every day and on time, unless they are too unwell to attend. There is clear evidence to show that children who attend regularly and arrive in school on time are more likely to achieve in their learning and maintain positive friendships. Children are rewarded for good attendance and punctuality and some rewards are for the class. Please ensure that your child is not left feeling that they have let their class down because they have not been in school. Illnesses are the only absences that can be authorised, unless there are exceptional circumstances that have been agreed with myself in advance.

Please remember that the school day starts at **8.50 am** and the register closes at **9.00 am**. Children who arrive after 9.00 am are late and must enter school through the Community Room. Any child who arrives after 9.20 am will be given an unauthorised absence for the morning because they are more than half an hour late. The academy reserves the right to mark regular lateness by a child as an unauthorised absence. Ten unauthorised absences will result in a £60 fine being issued, so it is worth making sure that your child develops good time-keeping habits.

Medical Appointments

Please make these outside the school day where possible, especially dentist, doctor and opticians appointments. All of these services run outside of school hours. Hospital appointments will be authorised on a case by case basis, eg:- if the appointment is in the morning a child should attend the afternoon session. Where possible children should register before leaving for an appointment.

Reporting Absences

If your child is too unwell to attend it is essential that you contact the school before 9.30 am to report the absence. Any parent who does not do this will be contacted by the office by 10.00 am as we need to ensure that your child is safe. This initial contact is to ensure that your child is safe and does not mean that the absence is authorised. Authorisation may not be confirmed until the day of your child's return, when the absence needs to be confirmed in a letter from you detailing the problem and in some cases, where there are attendance concerns with medical evidence. If your child is off school due to vomiting then please make sure they are clear for 24 hours before they return.

Holidays

As you are aware holidays are not authorised in term time and where holidays are taken, fines will be issued. These are currently £60 per child per parent. Unauthorised holidays include one day outings as well as longer breaks and are added to any other unauthorised absences.

Contact Details and Personal Information

We will shortly be sending out a copy of your child's personal details and contact information. Please can you check that the information that we have is correct and send the form back with any changes. It is essential that we have at least three emergency contact telephone numbers so that we can contact you in an emergency. Failure to provide this information could put your child at risk.

Mrs J Reece
Principal