



6th September 2024

Dear Parent Carers,

Weekly Update: 06/09/24

We are delighted to welcome all students and staff back to St Martins School for the new academic year. We hope that you have all had a good summer and feel refreshed and ready for the year ahead.

For those of you who are new to St Martins, we compile a 'weekly update' to share news, information and updates from across the school, Post-16 and Project SEARCH. We hope that you find them useful.

Attendance Update and Leave of Absences

As a school, we aspire for all students to have at least 95% attendance and we encourage students to be in school as much as possible to maximise their learning opportunities. We also understand that due to medical reasons, some students cannot be in school as much as they would like, and of course, this is accepted. Our Family Support Team are here to support you if you would like any help or advice on attendance.

School receives a large number of applications for student leave of absence for events such as holidays every year. In 2013, the Department for Education announced that schools can no longer grant leave of absence during term-time unless there are *explicit exceptional circumstances*. As a school, we understand that going on holiday during busy times can be stressful for students with additional needs, and we are happy to support families to take students out of school where appropriate.

The authorisation of leave of absence applications is at the Headteacher's discretion, and as such, we will no longer authorise more than one leave of absence request for holiday per year where previously it has been deemed appropriate to approve. Parent Carers may still choose to take their young person out of school, but this would not be authorised. Parent Carers may also be issued with a Penalty Notice via the Local Authority Education Welfare Officer if their holiday is not authorised.

To apply for a leave of absence, please collect a form from the school office. Whilst your form is being processed, you may receive a telephone call asking for further information. After the form has been processed, you will receive a letter confirming whether or not the application has been authorised. Please get in touch if you would like to discuss this further.

Sabrina Hobbs **Executive Headteacher**

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Drop-Off and Pick-Up at St Martins

We have gates in place as a safeguarding measure to help keep our school site safe. The gates will be open in the morning until 9:15am. The gates will open at 2:10pm for the end of the day, before closing at 2:45pm for Noel Baker students to safely depart the site. If you are visiting the school during the day, you will need to press the buzzer and identify yourself before being admitted onto the school site.

Please do not try to enter the school site before 2:10pm to collect your child, or follow vehicles onto the site before this time. It is vital that the entrance to the site remains clear for vehicles which need access, including staff, visitors and emergency services. Once the gates open at 2:10pm, traffic is able to move onto the school site freely.

Once on the school site, please do not park in the main car park. This car park is for staff use only. Instead, please turn left and park in the overflow parking next to the Sports Hall. When walking across the site, please ensure that you remain on the foot paths and don't cross in front of vehicles.

To ensure the safety of all of our young people and a smooth transition into school, please can you make sure that your child/young person has been left with a member of staff when dropping them off.

We appreciate that these measures may impact on your overall experience of drop-off/pick-up, however they are essential to the safe control and management of both schools on site.

Dates for your diaries

<u>Date</u>	<u>Event</u>	<u>Details</u>
24 th September	Parent Carer Evening	Details to follow
23 rd October	Mini Monster Marathon	Details to follow
11 th November	Anti-Bullying Week	Details to follow
15 th November	Children In Need	Details to follow

Best wishes,



Sabrina Hobbs
Executive Headteacher



Toni Beardmore
Head of School

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Term Dates for Academic Year 2024/2025

Autumn Term 2024

INSET Day – Wednesday 4th September

School Starts for the new Academic Year – Thursday 5th September

School Breaks up for Half Term – Friday 25th October

INSET Day – Monday 4th November

School Starts Back – Tuesday 5th November

School Breaks up for Christmas – Friday 20th December

Spring Term 2025

School Starts Back – Monday 6th January 2025

School Breaks up for Half Term – Thursday 13th February

INSET Day – Friday 14th February

School Starts Back – Monday 24th February

School Breaks up for Easter – Friday 4th April

Summer Term 2025

Bank Holiday – Monday 21st April

INSET Day – Tuesday 22nd April

School Starts Back – Wednesday 23rd April

Bank Holiday – Monday 5th May

School Breaks up for Half Term – Friday 23rd May

School Starts Back – Monday 2nd June

School Breaks up for Summer – Wednesday 23rd July

INSET Day – Thursday 24th July

St Martins follows Derby City Council's term dates. Dates for next year can be found on their website – please follow the link for these - <https://derby.gov.uk/education-and-learning/schools-and-colleges/term-holiday-dates/#>

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