



# St Joseph's Catholic Primary School

Headteacher: Mrs Louise Bury B. Ed  
Chedworth Drive, Warndon, Worcester WR4 9PG  
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Email: office@st-josephs-pri.worcs.sch.uk - Website: www.stjosephsworcester.co.uk



1<sup>st</sup> November 2021

Dear Parents/Carers



As we begin a new term, I give thanks for the hard work and dedication of the staff here and the way that you have worked with us to ensure that St Joseph's can continue on its road to a sense of normality. I hope that you have had a good half term break. COVID cases are on the rise nationally and we are still being cautious. There are plans being discussed for how we intend to celebrate Christmas here in school. We will send further details next week.

This week sees the return of hot lunches for Key Stage 2. There were a lot of happy Key Stage 2 faces in the hall today!! Please bear with us as we work through the organisation of this. Clubs will start back next week.

**A REMINDER TO YOU:** In line with guidance if any member of your family tests positive for COVID-19, your children do not have to isolate. If they become symptomatic then they need to have a PCR and isolate until result received. If you are unable to bring your child to school due to having COVID yourself, you must let the school know and your class teacher as your child legally has to access remote learning. Your class teacher will advise and all information will be on the year group page.

### **LATENESS**

Morning registration closes at 9.05am and afternoon registration closes at 1.55pm; arrival after either of these times will result in a late mark. Persistent lateness will be followed up according to policy procedures.

**Staggered starts remain in place for the Autumn Term 2021. This is in line with the school risk assessment. Morning and afternoon registration closure times are as follows:**

Year Group(s)	Morning Registration closes at:	Afternoon registration closes at:
Years 5 and 6	8.45am	1.25pm
Years 3 & 4	8.50am	1.35pm
Year 2	8.55am	1.35pm
Year 1	9.00am	1.55pm
Reception	9.05am	1.45pm





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Archdiocese of  
Birmingham

## **AUTHORISED/UNAUTHORISED ABSENCE**

Every half-day absence from school will be recorded by staff at school as either **AUTHORISED** or **UNAUTHORISED**. This is why information about the cause of each absence is always required, preferably in writing. **Self-isolation is reported to the school as an absence but is recorded as an X – this is for all pupils who are awaiting a PCR result. If the test result is positive with a PCR, they are marked as ill so an I.**

## **See updated guidance: Recording non-attendance relating to Coronavirus COVID-19**

**Children who are off due to COVID-19 symptoms must take a PCR test and if negative can return to school. If positive, they remain off for 10 days. This is in line with Government guidelines. Remote learning is available for those children as long as they are well enough to access. This is monitored by the class teacher.**

**Please report your child's absence by 9:30am via the absence tab on the school website. An attendance text will be sent out if we do not receive an absence message by 9:30am, If no reply to the text is received, an unauthorised code will be applied to the register.**

We look forward now to an exciting term ahead. My next Zoom with parents will be this Friday at 10.00am. I hope to see many of you there.

Yours in faith and partnership

Mrs Louise Bury  
Headteacher

