



“Children are at the centre of all we do.”

NEWSLETTER 6th JUNE 2024

BADGER WOOD

95.07%

KEEPER WOOD

94.14%

FARTHING WOOD

98.58%

DIARY DATES

Friday 7th June, Whole school trip to Albanwise

Monday 10th June, Class photos and Y6 photos

Thursday 13th June, Whole school trip to Woldies

Monday 17th June, Friends meeting at 2:30pm

Friday 21st June, Whole school trip to the Beach

Tuesday 25th June, London visit Y5 & Y6 leaves 8am

Thursday 27th June, London visit Y5 & Y6 returns 6.30pm

Friday 28th June, Non-Uniform ‘Break the Rules’ day

Tuesday 2nd July, Sing Up 3pm – see box

Wednesday 3rd July, Open Evening 3.30-5pm

Sunday 7th July, Summer Fair

Monday 8th July, Play Week for all children.

Performances 1.30pm and 6pm involving the whole school. Please save the date

These are some of the dates we know. There may be changes so please check the school website and Dojo for details. <http://www.heslerton.n-yorks.sch.uk>

THANK YOU

A big thank you to the **Lions**, for donating a grant of **£100** to school. Thank you to Friends for gaining a **McCain** grant of **£1,000**.

These funds will be used to purchase further IT equipment. That all children will benefit from.

West Heslerton Primary School Whole School Play

The children in Keeper Wood and Farthing Wood will be working with Dave Webb, performance poet, from July 8th for the week to write and perform the annual school play. Badgers will be involved in the performance through song and dance.

There will be two performances of the play on **Friday, July 12th at 1.30pm and 6pm**. All children will need to attend both performances as all have a part to play. Children need to be at school at 5.45pm. The afternoon performance is suitable for pre-school children. The evening performance is not suitable for pre-school children. All parents and family are invited to join us for this special event. There will be refreshments available, courtesy of Friends of School. We will donate money raised through ticket sales to the brake.org and Day One Trauma Support, our chosen charities for this event.

All children are expected to be at school Friday 6pm – 8pm please.

Ticket details and costume ideas will follow nearer the time.

REMINDER – PHOTOS

Monday 10th June, Class and Year 6 photographs. Year 6s to wear their school jumpers and bring their coloured Leavers’ Hoodies please.

PARENTS EVENINGS FEEDBACK

We would like to find out how we can engage with parents next year, build communication and feedback in the most appropriate way.

For families with children in **Pre-Reception to Year 5**, please complete the Parents Evenings feedback for **2024 – 2025** on ParentPay (**going live next week**). Please follow the instructions and clearly state First Choice / Second Choice when prompted.

Thank you for your continued support.

Please note the survey will be going live on ParentPay next week.

If you require this information in a different format, please contact the school office.

sing up

Love learning, start singing
keep

West Heslerton C of E Primary School will again be participating this year's Sing Up Day, to be celebrated with a **Big Sing** on the **School Playground at 3pm on Tuesday 2nd July 2024.**

This link for this year's song - "I Belong", can be found below.
<https://www.youtube.com/watch?v=TBGIporTB2A>
[I belong | Lyric video \(performance track\) | Sing Up Day 2024 \(youtube.com\)](#)

Due to the focus of this song, rather than a performance by the children, we would love parents & carers picking up from school to join with us, stand with your children and (hopefully) enjoy a joyful singing moment with us.

Children are doing a fabulous job in their preparation and will be great "teachers"!

Happy singing everyone! Mrs Angela Durant, Music Specialist

BOOKBAGS

School bookbags are given to each child at the start of each new class. Please replace these if they get damaged. These cost £8 from school. Please request one via the office and pay via ParentPay.

OPEN EVENING

We will be hosting an Open Evening on **Wednesday 3rd July**. This is for parents of children already at school. It will be a chance for you to meet your child's current teacher, view their work and see the progress your child has made this year. For those children moving classes, it will be a chance for adults and children to see their new classroom together and meet the staff the children will work with next year. Please drop in any time from 3.30-5pm.

If you require this information in a different format, please contact the school office.

In aid of St John the Baptist Church Yedingham.

Garden Party

Tombola at Raffle

cake stall Manor House, Yedingham.



by kind permission of Mr & Mrs Triffitt.

Saturday 29th June.

Cream Teas at Plants
2 pm Bric a Brac
Onwards

Fancy Dress for children 12 yrs and under

6yrs and under & 7 yrs and above.

Everyone welcome

REMINDER – WOLDIES TRIP

Woldies Thursday 13th June. We are looking forward to visiting Woldies Farm, Wintringham, and walking around the nature areas to explore the natural wildlife in our area. We'll be testing our forest school skills in many exciting ways. Forest School kits, water bottles, sun cream and hats are needed please in a small rucksack that children can carry themselves. We'll be outdoors all day. Friends of School are funding this visit. We will have a picnic lunch whilst there. Packed lunches will be provided by school to the children who ordered on ParentPay.

KIDS
Summer
CLUBS

HIGH ANTICIPATED SUMMER HOLS

BOOKINGS OPEN
14TH JUNE

GAMES | GYMNASTICS | WATERSLIDE

JOIN MAILING LIST NOW!
www.harrysheader.co.uk/clubs

The wait is nearly over!

Set your alarms for 7:00am Friday 14th June ready to book your whole summer!

Follow our Instagram ([hsss_sports](#)) or Facebook (HSSS - The PE & Movement Specialists) to see when our clubs are going to be throughout the summer!

WEST HESLERTON PRIMARY SCHOOL
Summer Fair
SUNDAY 7TH JULY
11AM TO 3PM

FREE ENTRY

HESLERTON SPORTS CLUB
BRING THE WHOLE FAMILY ALONG
(DOGS WELCOME)

- Hog Roast
- Inflatables
- Face Painting
- Raffle
- and much more

Ice Cream

CASH PREFERRED PLEASE!

If you require this information in a different format, please contact the school office.

West Heslerton CE Primary School Attendance Policy

“Children are at the centre of all we do”



We encourage everyone in our school community to live life well reflecting Christian attitudes and values and working in partnership with families as part of a wider, caring community.

The hallmarks of a Christian life lived well are –
Love, Joy, Self-control, Peace, Kindness, Patience, Generosity, Gentleness, Faithfulness.
Galatians 5:22 – 23

Statutory Attendance

The law entitles every child of compulsory school age to an efficient, full-time education suitable to their age, aptitude, and any special educational need they may have. It is the legal responsibility of every parent to make sure their child receives that education either by attendance at a school or by education otherwise than at a school.

Where parents decide to have their child registered at school, they have an additional legal duty to ensure their child attends that school regularly. This means their child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend or being given permission for an absence in advance from the school.

Introduction

Good attendance and punctuality at school is important and ensures continuous learning. We encourage good attendance and celebrate this weekly with all children and families and at the end of each school year. School encourages good attendance through making the school day and pupils' learning enjoyable. We aim to encourage a positive attitude to school to nurture learning in all pupils. Children need to feel that their contribution in school is valued and all staff care about them as individuals.

Attendance Expectations at School

Parents are legally obliged that unless there is illness or some other acceptable reason for absence, children, from the start of the term after their fifth birthday, should attend school for each session during the prescribed school days of the academic year. Children are welcome to arrive between 8:30 and 8:45 each morning. Children should be collected at 3:25 or from their school club if appropriate. Pupils arriving and leaving at any other time should be signed in by a member of staff in the school office. Should parents be unsure about whether to send their child to school, support is available on the school website to help their decision.

Reporting of Absences

Schools are responsible for the safety and whereabouts of all pupils each day.

Parents are responsible for contacting the school as soon as possible and definitely before 9am every day of the child's absence. This is usually by phone, sometimes in person at the office. If an absence is known of in advance, eg. a medical appointment, notification of this, and sight of a letter to the school prior to the absence is required. Please inform school of the reason for each session of absence so that it may be categorised using NYCC absence codes.

It is crucial that parents adhere to this procedure to ensure that all pupils are safe and their whereabouts accounted for.

Arrival Procedure

- At the start of each school day, a member of staff will aim to unlock the door, unlock the gate and be on duty on the playground from 8:30 am. In the event of bad weather, a member of staff will be on duty in the school hall from 8:30 am. Children should access the hall through the playground using their usual route.
- At 8:45 the school bell will be rung and the gate will be locked.
- Children should line up in year groups on the playground or in the hall as appropriate.
- Any children arriving after the bell at 8:45am must be escorted to the school office by an adult, as the playground gate will be locked, and no supervision available. The pedestrian route must be used to avoid walking across the car park wherever possible.

If you require this information in a different format, please contact the school office.

- For those arriving after the bell, an adult will need to sign the child in and complete a late slip. The child will hand this slip to classroom staff taking the register. Children arriving after 8:45 will be given a late mark in the register by classroom staff completing the register. National attendance codes will be used to show arrival: 8:45-8:55 will be marked L (late).
For all children arriving after 8:55, office staff will amend the electronic attendance register, order a lunch with the kitchen (if appropriate), record this on the school payment system and complete the leaving school register, checking after school club registers if needed. National attendance codes will be used to show arrival: children arriving after 8:55 will be marked U (unauthorised absence) for the session unless a prior message has been received.

Parents should:

- Encourage their child to walk up to school wherever possible, using the agreed routes.
- Say goodbye to their child before they enter the school grounds.
- Ensure their child arrives at school between 8:30 and 8:45am.
- Phone school by 9am each day stating a valid reason in the event their child will be late or absent.
- Bring their child to the school office in case of arriving late, explaining why they have had a delayed start.
- Provide a lunch for their child if a school meal has not been ordered by 9:30.
- Contact the school office by phone with messages, bookings or queries please.
- Park with consideration for others – not on the zigzags or at the narrow point in the road at the top of Wold View.

Staff should:

- Lock gates at 8:45.
- Complete all registers at the start of each day and report absent pupils to the office by 9am.
- Office staff will phone and or Dojo parents/carers – if no response by 10am other known contacts will be phoned. Should we have no response by 11am, we will contact the local police to check each child is safe.

Pupils should:

- Ensure they are registered in school immediately upon arrival.

Leaving Procedure

- At the start of the school day, a leaving register will be taken to record how each child will leave.
- At the end of the school day (3:25pm), the school bell will be rung by a monitor and the leaving registers delivered to class staff.
- Children will line up on the playground in year groups to be dismissed by their appointed adult.
- The person on school transport duty will collect all appropriate children and check numbers with staff in charge of class groups, and allow them to board the transport. Staff will ensure children are wearing seatbelts.
- Children attending clubs will be sent from the playground to staff running clubs.
- Children in Key Stage 2 will be dismissed from the playground by a member of staff, if written permission has been granted by the parent/carer allowing them to leave without an adult. Parents of children in Year 2 will be offered this opportunity in the summer term to aid their transition to KS2.
- Parents or nominated adults will collect their children from the class lines.
- In cases of extreme weather the above procedure will take place in the school hall.
- At the end of sports clubs, children will be dismissed from the school front door by a responsible adult to an adult who is permitted to collect them. Older KS2 children are able to walk down on their slip.
- At the end of the first hour of the after school childcare club, children will be dismissed from the school library door by a responsible adult who will record the time of collection. Children will be signed out by the adult collecting them.
- Any children remaining uncollected after 3:30pm, or 15 minutes after the end of their club, will be escorted to the school library and staff will check the answer phone and / or endeavour to contact parents/carers. Late collection of pupils is logged.

If you require this information in a different format, please contact the school office.

- In the event of parents being out of contact or the non-collection of a child, safeguarding officials will be contacted from 4pm for those attending regular school hours. For pupils staying for additional activities, procedures will be followed 30 minutes after the end of the activity.

Parents should:

- Ensure their child knows each day how they are going home and with whom.
- Phone school in the event they will be late in collecting children.
- Phone the school office to inform all staff of any changes in usual routines please.
- Provide permission for their child, if in Key Stage 2 (or Year 2 pupils in summer term), to leave school at the end of the day unaccompanied, should they feel this appropriate for their child.
- Ensure their child has been signed out in the school office, if leaving early.
- Wait until all children have been placed on school transport, delivered to clubs and dismissed for leaving independently before collecting children from the playground.

Staff should:

- Complete the leaving register at the start of each day.
- Consult the register to see how each pupil will get home, with whom and at what time.

Pupils should:

- Know how, with whom and at what time they are going home.
- Not leave the premises without an adult unless permission has been received by the school office and they have been dismissed by a member of staff.

Long term Absences

Occasionally, some pupils experience physical or mental health difficulties that prevent them from attending school for some time. School deals with each case individually, using medical evidence to provide support as required. Procedures for integrating pupils will be discussed with each family as the need arises. This may include dual registration or part-time timetables. Please contact the Headteacher to discuss if your child would benefit from such an arrangement.

Recording and Monitoring of Absence Data

A registration system is in place to record, in an accurate manner, attendance, lateness and absences. This complies with Government and L.A. guidelines.

When a child fails to attend school for one or more sessions the school determines whether an absence is authorised or unauthorised using these guidelines.

Data is collected and collated. Attendance figures for individual pupils are shared with their parents on a termly basis and included in their school report. Pupils' attendance and punctuality data is closely monitored by the school's senior attendance champion, Mrs Rachel Wells.

Support for Attendance

When attendance reaches 15 days illness during any school year or an attendance pattern is spotted, the attendance champion will discuss with pupils and parents the barriers to attendance and agree how all partners can work together to resolve them.

School will work to reduce or remove barriers in school and help pupils and parents to access the support they need to overcome the barriers outside of school. This might include an early help or whole family plan where absence is a symptom of wider issues.

Formalised support for attendance

Where attendance data causes concern, a referral to the Local Authority School Attendance Team is made and their procedure will be followed. Attendance contracts will be issued to record the agreement between parents, schools and/or local authorities to improve attendance for pupils whose engagement causes concern.

Enforced Attendance

If you require this information in a different format, please contact the school office.

Where all other avenues have been exhausted and support is not working or not being engaged with, attendance will be enforced through statutory intervention. The Education (Penalty Notices) (England) (Amendment) Regulations 2024 will be followed and penalty notices issued where necessary to protect the pupil's right to an education.

Attendance information is passed on when pupils transfer to other schools to comply with the Education (Information about Individual Pupils) (England) (Amendment) Regulations 2024.

Leave of Absence (including holidays)

Leave of absence can be granted by the Attendance Champion for

- Taking part in a regulated performance or employment abroad
- Attending an interview
- Study leave for public examinations
- A temporary, time-limited part-time timetable
- Exceptional circumstances

We aim to publish and circulate, as soon as possible, term dates, including school holidays and non-contact days, so that parents have this information for forward planning and booking interviews, performances and holidays.

Periods of exceptional absence for special events, including religious holidays, should be applied for in advance. Leave of absence forms are available in the school entrance hall and online on the school website. Absence may be authorised, in exceptional circumstances, by the Headteacher, provided 1 or more leave criteria are met and leave of absence forms have been completed 6 weeks in advance.

Criteria for leave:

- Service personnel returning from active deployment
- Inflexibility of parents leave or working arrangements is part of the organisational or company policy. This would need to be evidenced by the production of confirmation from the organisation/company .
- Where leave is recommended as part of a parents' or child's rehabilitation from medical or emotional problems. Evidence must be provided.
- When a family needs to spend time together to support each other during or after a crisis.

Generally, the DfE does not consider a need or desire for a holiday or other absence for the purpose of leisure and recreation to be an exceptional circumstance.

Leave taken in term time is disruptive to a child's education. Leave from school taken at the time of tests will be unauthorised. Please see the term dates, included on the website and available from the school, for dates of national tests which are set nationally and alter each year.

Illness during the school day

From time to time, pupils show symptoms of illness at school. School will contact parents and other family members if a child needs to go home. School asks parents to ensure we have up to date contact names and telephone numbers for this purpose.

Parents are informed that they should not send children to school who seem unwell. Pupils who are ill are often very distressed and illnesses are quickly spread. Guidelines for the return of recovering pupils are detailed in the school medical policy.

In the event of School Closure

During winter months it occasionally becomes necessary to close the school due to adverse weather conditions. If this closure takes place at the start of the day we will try to state this on our school website and contact parents via Dojo to inform them of ~~advertise~~ the closure. If the weather or other conditions mean that a decision is taken to close school during the school day parents and guardians will be messaged on Dojo and telephoned and asked to collect their children as soon as possible. The school staff will remain on the premises until all children have been collected.

Other links:

- Security Policy
- Managing the health care needs of pupils

If you require this information in a different format, please contact the school office.

This policy addresses national Statutory guidance from 19 August 2024 Working together to improve school attendance

Reviewed by school Governors: Summer 2024

Date of next planned review: Summer 2026 or sooner if required

If you require this information in a different format, please contact the school office.