



Dear parent / carer,

The Easter break is quickly approaching, and after the bumpy last few weeks we've encountered in school, I think we're all ready for a good rest. Despite some staff (and many children) being caught by the virus and school only just able to function at times, there was an up-side for me. I was able to spend a lot of quality time in our EYFS, learning alongside our younger children in Base 1 and Little Wrens. What a fantastic start to their Wrenbury Learning Journey they have! They were curious, questioning, imaginative, playful and determined and it was wonderful to see how much they have progressed since they each joined us and started their individual learning journeys – whether that was being able to put on their own coat, play collaboratively or impressively write a Y1 sentence!

There are a number of **key changes and updates** to inform you about. Please do read on to the bottom of the letter to find out more but first...

'10 Things to Celebrate this term':

- Our hockey team's triumphant win at the Crewe and Nantwich Hockey Tournament; congratulations to Nancy and Alfie P (Y5) and Freddie C-H; Eleanor and Charlie (Y6). Our Team B should also be congratulated on a good performance and representing school so well: Liv; Alfie W; Stanley (Y5) and Jessica and Alfie S (Y6)
- Dolce-Rose (Y2) and her wonderful win in the 6-11 year old section at Crufts Young Kennel Club as a 'young handler' and going on to compete in the 6-24 age group; we loved seeing your rosette and glass trophy
- Evie (Y6) making it into a national paper having nurtured a neglected pony back to full health
- Teddy and Bea gaining their purple belt at Karate
- Enrichment of the curriculum:
 - A fantastic residential for Y6 to Robinwood – thanks to Mrs Charlesworth and Miss Phillips
 - An exciting day at Chester Zoo for Base 4 – learning about Brazilian wildlife
 - An inspiring morning with the Hallé Orchestra for Base 4 at the Bridgewater Hall
 - Another wonderful morning of Field to Fork at Reaseheath College for Base 5, growing and cooking
 - A range of sporting after school clubs: Hockey; Tag Rugby; Multi-skills; football and cricket
 - Cricket taster sessions for KS2 led by Aston Cricket Club
 - Booster sessions for Years 2 and 6 – thank you to the staff who committed their time to delivering these and the parents who took up the offer of a little extra support for their children
- A well-attended holiday club in February hosted by LSC through grant funding
- A successful term of swimming for Base 4 and Base 5 – and so many compliments about the children's attitude and behaviour from the instructors.
- The commitment of the Wrenbury Team to delivering a quality education for all our children resulting in wonderful learning across school through our 'The Americas' Learning Journey theme and a huge thank you to all who stepped in to cover additional work and duties as needed to cover staff absence and the re-bubbling of school during our Covid outbreak
- The generosity of time and gifts from our school community and family: primulas for the front yard planters (Mr and Mrs Bourne), repairs and revamp to the EYFS house (Mr Bourne and Mr Cador); outdoor wildlife camera and book (Natalie Webb); large donation of exercise books; the FOWS selling page (Sarah Goodwin)
- The replacement of the candy-stripe blinds in the hall, Base 4 and Base 5 - finally!

Goodbyes...

We said goodbye to Miss Stonebrook (The Nest), who relocated back to the Southeast and are delighted she has found a new position at a doctor's surgery. We say goodbye to Sofia (B3), who is moving to her new school after the break. We also say a big thank you and goodbye to Miss Willis as she completes her time with Base 3. We wish them all well.

Welcomes...

We warmly welcomed Mrs Gallimore-Johnson to Little Wrens alongside Elsie-Mae, Serge and Remy, Harry, Cleo, Sebastian, Maisie and Edward; Oliver to B2 and Scarlett to Base 4. Miss Ashton and Mrs Davies joined The Nest team and will be with us on maternity cover until the end of the summer term, working alongside Miss Pearson.

After Easter, we warmly welcome Mr Thorburn, who will join Mrs Griffin in Base 3. I really appreciated that he was able to meet the parents of Base 3 prior to starting and was able to briefly meet the children to support a positive and smooth transition for all.

We also welcome Imogen, Sienna, Kendall and Elsie-May to Little Wrens. I'm sure you will make all our newcomers welcome and we hope they enjoy being part of the Wrenbury School family.

We have formally welcomed Rebecca Young (Hugo's mum); Kate Ramscar (Grace's mum); Becky Barber (Dr Surgery manager) and Rev. Amanda Pike (St Margaret's) onto our governing body. The Governor pages on the school website provide more information about the work of the governing body.

ATTENDANCE – IMPORTANT READ

Attendance at school is statutory for any pupil on roll and very good attendance is expected for all pupils, including pupils at Wrenbury. A high attendance rate is important because pupils are more likely to succeed academically when they attend school consistently and we can also provide the support for their mental health and wellbeing.

Mrs Charlesworth has held a meeting with the LA's Attendance Team, who have access to all the attendance information for each pupil (including absence codes and reasons given for absence). **They are particularly concerned about the attendance of a number of children in school, where the reasons given are not commensurate with the need for absence or the length of time the children are actually absent from school and where children have a high rate of odd days off for 'feeling unwell' or being 'under the weather'. These parents will be receiving a letter in due course.**

The impact of absence – make every lesson count!

- Attending school every day = 100% attendance
- Attending 4½ days a week = 90% attendance = 4 weeks missed per year
- Attending 4 days a week = 80% attendance = more than half a term missed per year.
- Attending 3½ days each week = 70% attendance = more than a quarter of the school year missed.
- An average attendance of 80% or less across a child's school career adds up to missing a whole 2 years from school.

Poor attendance makes it **very difficult for the teacher and the class to build their skills and progress** if a large number of pupils are frequently absent. Poor attendance can also **affect children's ability to make and keep friendships**; a vital part of growing up.

Being late for school reduces learning time - make every minute count!

- If your child is 5 minutes late every day they will miss three days of learning each year.
- If your child is 15 minutes late every day they will miss 2 weeks of learning each year.

Attendance	B1	B2	B3	B4	B5	Total
01 09 21 - 30 3 22	93.1%	94.9%	95.9%	93.0%	96.0%	94.5%
05 01 22 - 30 3 22	94.9%	93.2%	97.7%	92.9%	96.5%	95.1%

100% Attendance (2 terms) congratulations go to...

- Oliver Goodwin B1; Amélié Deprez; Annie Harrison; Hugo Young B2; Alice Bretherton and Henry Mulhearn B3; Maisie Goodwin; Aiden Hampton B4; Eleanor Bracegirdle; Jessica Bretherton; Iona Clarke; Alfie Nicholas; Laura Parry; Livvy Taylor B5.

These children may have an X code for positive Covid result absence but have been in school every day for all other days.

I have attached the reviewed Attendance Policy to this newsletter and here is the link to the 'Your medicine cabinet' on the NHS site, which you may find helpful.

<https://www.nhs.uk/live-well/healthy-body/your-medicine-cabinet>

SUN SAFETY

We've experienced some very warm weather and now are heading back into a colder spell. As the weather gets warmer and we have sunnier days, do provide your child with a sunhat and put sun-cream on them before school. We enjoy learning in the outdoors and children should come to school prepared for this – especially in Little Wrens and Base 1, whose learning takes place within indoor and outdoor provision daily.

DRIVING AND PARKING

Thank you for not parking directly in front of school to support our children's and each other's safety.

If you do live in the village of Wrenbury, **please walk to school**; help reduce the unnecessary congestion at drop-off and pick-ups; support the provision of cleaner, unpolluted air and give yourself and your children a healthier, more active and mindful start and end to the day.

Easter Holiday

We close at end of school on **Friday 1 April 2022 at 3.20pm**

We re-open on **Tuesday 19 April 2022 (gates at 8.40am for 8.55am registration)**

The **school day will end at 3.30pm** from Tuesday 19th April; a return to the end of school day before the implementation of the Covid staggered pick-up times. **The gate by the MUGA will open at 3.25pm.** We will continue to open the gate at 8.40am (*which has enabled a large number of children to start their learning before registration*) and expect all children in school **NO LATER** than 8.55am for registration and a prompt start for all.

Base 4 and Base 5 are swapping their PE days after the Easter break.

- Base 4 will be Wednesdays
- Base 5 will be Thursdays.

PE kits to continue being worn to school on these days

Things to look forward to:

- Week Commencing 19 April: Easter event for Y4s at Broomhall Chapel (date/time tbc)
- Friday 29 April – Spring Service at St Margaret's Church at 11am (currently children and staff only)
- Saturday 14 May - School Maypole dancers performing at Marbury Merry Days (14/15 May) – practising will start after Easter
- NEP – Queen's Platinum Jubilee art trail around Nantwich town centre – we are working with Bridgemere to produce art works to showcase the 1970s
- Tuesday 14 June - Y6 Leaver's photos
- Saturday 18 June - Fun in a Field -School have first slot at 2pm
- Saturday 2 July - Summer Fair
- Friday 15 July – Queen's Platinum Jubilee day in lieu

Many thanks for your continued support of myself and the Wrenbury Team.

Have a lovely, restful Easter break,

Bessa Cador

WRENBURY PRIMARY SCHOOL

Attendance Policy

(See: Child Protection Policy)



'...where we all matter.'

Effective from: Spring 2022

Review: Spring 2023

Person responsible for policy	Headteacher and Deputy Head (delegated by FGB)	
Approval Date	March 2022	
Headteacher	Bessa Cador	
Chair of Governors	Terry Whalley	

1 Introduction

- 1.1 Wrenbury Primary School when in session, expect all children on roll to attend every day, as long as they are fit and healthy enough to do so. A wide range of support is provided for our vulnerable pupils ie Looked After Children, pupils on Early Help plans, Child In Need plans, Child Protection plans, have a School Support Plan or an EHCP, while in school – some of this is planned and funded support. We do all we can to encourage the children to attend, and to put in place appropriate procedures. We believe that the most important factor in promoting good attendance is development of positive attitudes towards school. To this end, we strive to make our school a happy and rewarding experience for all children. We will reward those children whose attendance is very good. We will also make the best provision we can for those children who, for whatever reason, are prevented from coming to school.
- 1.2 Under the Education (Pupil Registration) Regulations 2006, the Governing Body are responsible for making sure the school keeps an attendance register that records which pupils are present at the start of both the morning and the afternoon sessions of the School day. This register will also indicate whether an absence was authorised or unauthorised.

2 Definitions

2.1 Authorised absence

- An absence is classified as authorised when a child has been away from school for a legitimate reason and the school has received notification from a parent or guardian. For example, if a child has been unwell, the parent writes a note to /telephones the School to explain the absence.
- Only the School can make an absence authorised. Parents do not have this authority. Consequently, not all absences supported by parents will be classified as authorised. For example, if a parent takes a child out of school to go shopping during School hours, this will not mean it is an authorised absence.

2.2 Unauthorised absence

- An absence is classified as unauthorised when a child is away from School without the permission of both the school and a parent.
- Therefore, the absence is unauthorised if a child is away from School without good reason, even with the support of a parent.

3 If a Child is absent

3.1 Parents have a legal responsibility to inform the school regarding a child's absence. Parents are therefore asked to telephone the School if their child is going to be absent. The office is manned from 08:00 daily. Should a call not be received by 09:30 when registers close the school will telephone the family to investigate the absence. (This supports the school Safeguarding Policy.)

3.2 All absence needs to be coded in the register. This code will be determined on information received from parents or those with parental responsibility for a child. This information may be received in person, by telephone, text message or email.

3.3 A note/email/text/call may be sent to the School prior to the day of absence, e.g. if a child has a medical appointment.

3.4 If there is any doubt about the whereabouts of a child, the class teacher should take immediate action by notifying the School office. The School will then be in contact straight away with the parent or guardian, in order to check on the safety of the child. #

4 Requests for Leave of Absence

4.1 We believe that children need to be in School for all sessions, so that they can make the most progress possible. However, we do understand that there may be some exceptional circumstances when a child may have to be absent from school.

4.2 Parents do not now have the right to withdraw their children from School for an annual holiday. We naturally prefer parents to take their family holiday in the normal school holiday periods and strongly encourage this. The Head-teacher is unable to authorise any holiday absence. Should parents wish to apply for leave of absence this must be referred to the Chair of Governors. Leave of absence can only be authorised for exceptional circumstances. These are few and limited. Each application will be looked at individually and will be considered within the strict legislative directive from the DFE.

4.3 If the school do not authorise the holiday/leave of absence and it is for 10 or more consecutive sessions, the school will contact the Local Authority and a fixed Penalty Notice will be issued regarding the unauthorised absence.

Cheshire East Council's Code of Conduct on Penalty Notices. This outlines current costings and timeframes.

- **School absence penalty notice warning letters**

You may get a penalty notice warning letter if your child is absent for more than 10 unauthorised sessions (a session is a half day) within a term or two consecutive half terms.

The letter will give you a period of 15 days in which to improve the child's attendance.

- **School absence penalty notice (fine)**

We can send you a school absence penalty notice (PCN) in either of the following situations:

- you get a penalty notice warning letter and within the 15 days there is no improvement in attendance or the improvement is not sustained
- you take your child out of school in term-time without the head teacher's permission

You will get a separate penalty notice for each child who has been absent.

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The fine is £60 per child for each parent/carer with parental responsibility if you pay within 21 days from the date of the notice.

If you do not pay within 21 days, the fine is £120 per child for each parent/carer.

If you do not pay within 28 days we will take you to court. You could get a criminal record and you may be fined up to £1,000.

5 Long-Term Absence

5.1 When children have an illness that means they will be away from School for over five days a medical certificate must be shared with school. If the medical certificate acknowledges that the child, though absent for ill-health reasons, is still able to complete work, the School will do all it can to send work home as remotely learning, so that they can keep up with their School work.

5.2 If the absence is likely to continue for an extended period, or be a repetitive absence, the School will contact the support services, so that arrangements can be made for the child to be given some tuition outside School.

6 Repeated Unauthorised Absences

6.1 The School will contact the parent or guardian of any child who has an unauthorised absence. If a child has a repeated number of unauthorised absences, the parents or guardians will be asked to visit the School and discuss the problem. If the situation does not improve, the School will then contact the LA Attendance and Children Out of School Service.

6.2 The Governors, supported by the LA, reserve the right to consider taking legal action against any parents or guardians who repeatedly fail to accept their responsibility for sending their children to School on a regular basis.

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7 Rewards for Good Attendance

7.1 Each Base's attendance is reported weekly in the Friday afternoon Y6 led ACHIEVE assembly. The base with the highest attendance is awarded a certificate and the need for outstanding attendance is messaged.

7.2 All the children who have 100 per cent attendance will receive an excellence certificate for attendance, awarded at the last assembly of the year.

7.3 The Head teacher reports on the attendance for each Base in half termly newsletter sent home which also celebrates outstanding attendance. This is also shared on the school website.

8 Monitoring and Review

8.1 It is the responsibility of the Governors to monitor overall attendance. The Governing Body also has the responsibility for this policy, and for seeing that it is carried out. The Governors will therefore examine closely the information provided to them, and seek to ensure that the School's attendance figures are as high as they could and should be.

8.2 Class teachers will be responsible for monitoring attendance in their class and for following up absences in the appropriate way. If there is concern about a child's absence, they will contact the school office immediately. If there is a longer-term general worry about the attendance of a particular child, this will be reported to the head teacher, who will contact the parents or guardians.

8.3 Where the absence of a child may be linked to other concerns (eg safeguarding) the absence of the child will be reported to the Head teacher/Designated Safeguarding Lead directly.

8.4 The School will keep accurate attendance records on file for a minimum period of three years.