



WHYBRIDGE JUNIOR SCHOOL FORTNIGHTLY NEWSLETTER

8th September 2017

www.whybridge-jun.havering.sch.uk

Dates for your Diary...

Welcome back!

Friday 15 th September	Class 5UG – Commence swimming lessons
Friday 22 nd September	Whole School – Jeans 4 Genes Day (bottom half only)
Monday 25 th September	Years 3 & 4 – Road Safety Theatre

sQuid - School Meals – Zero Tolerance

If there is NO money on your account your child will require a packed lunch from home. **Please note:** All FSM children MUST also be registered although no top-up is required.

YEAR 3 PUPILS: The Infant School has informed us that your registration numbers have been issued to you. If you have lost your number, please google sQuid and contact their help line. The Junior School does not have any of this information.

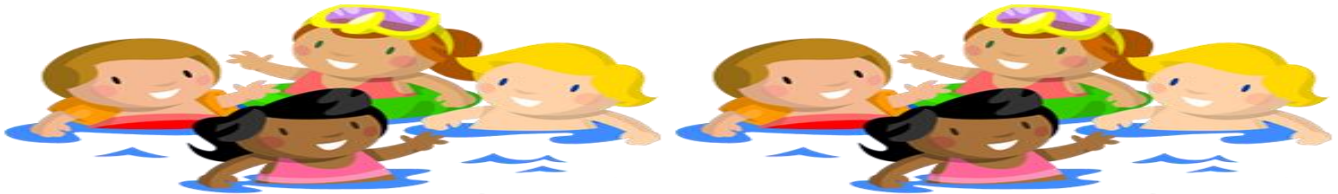
YEAR 4, 5 & 6 PUPILS: Mrs Whitehead has a record of your registration number in the school office.

PLEASE REMEMBER - NO MONEY – NO MEAL

Class 5UG – Commence Swimming Lessons Friday 15th September 2017

Class 5UG will commence swimming lessons on Friday 15th September. Please ensure your child comes to school with their swimming kit. This will include swimming costume, towel and swimming hat. NO jewellery is to be worn.

Please note: The children will be travelling to Harrow Lodge Park via a private bus, supplied by the London Borough of Havering.



Whole School - Jeans 4 Genes Day £1.00 contribution Friday 22nd September 2017

We will again be taking part in the Jeans for Genes Charity Day. Children donating £1.00 will be allowed to wear their denim jeans or skirts into school to help this fantastic charity. The money raised by the school, funds a range of indicative's that improve the quality of life of the children and families affected by genetic disorders.

All other school uniform MUST be worn. (ie: Polo shirts, school jumpers and school shoes).

We would like to thank you in advance for your generous donations.



Year's 3 & 4 School Magic Road Safety Theatre Group Monday 25th September 2017

Year 3 & 4 children will be entertained by the "Road Safety Theatre Group." This performance delivers Road Safety and Sustainable Travel messages through the medium of magic. There is a website where the children can learn to perform the tricks themselves, and further reinforce what they will be learning. Please visit: www.schoolmagic.co.uk.

The performance will be held in the Large Hall during the school afternoon.



How Attendance is monitored at Whybridge Junior School

LEAVE OF ABSENCE

Requests for Leave of Absence: Every child of school age is legally obliged to attend school for 190 days per year, on the days designated by the school. Therefore, the policy of this school is to discourage parents from taking children out of school during term time.

The school has a zero tolerance on Leave of Absence. No leave of absence will be authorised during term time.

Leave of Absence CANNOT and WILL NOT be authorised retrospectively, except in the case of family trauma/bereavement.

Unauthorised Leave of Absence will be referred to the Behaviour & Attendance Support Officer and a Penalty Notice will be issued in accordance with the Code of Conduct that states:

A Penalty Notice will be issued in line with the Havering Code of Conduct – Penalty Notices. The fine is £60.00 per parent, per child, rising to £120 if unpaid after 21 days. If payment is not received by 28 days the Local Authority may consider taking a prosecution against you for the offence.

The Behavior & Attendance Support Officer is responsible for issuing fines, not the school.

Any child absent from school for 5 consecutive days or more on medical grounds must produce a medical certificate or an unauthorised absence will be marked and this will be reported to the Behaviour and Attendance Support Officer.

FIRST DAY ABSENCE

When your child is unexpectedly away from school, it is essential that you telephone on the first morning to let the school know. However, it is important that you always provide a note to explain the absence when your child returns to school. Without a note or certificate to record an explanation there is no alternative but to regard an absence as unauthorised.

These new regulations mean that we all have to be a little more careful about recording any absence on the part of your child. It is important that the record of individual children and of the School as a whole is as fair and accurate as possible. I am sure that you will wish to co-operate fully with us to ensure that this is the case.

To summarize, if your child is absent:

1. Telephone the School Office on the first day.
2. Send a dated note of explanation when your child returns.
3. If your child is off school for more than 5 days a doctors/hospital certificate must be sent in to school. No certificate means the absence will be unauthorised.

We will send a reminder to parents if a note is not received by the following week. If no note is received after this reminder, absences will be recorded as "no reason given" - these are counted as unauthorised.

Attendance records are checked monthly. Attendances falling below 95%, whether authorised or not, is likely to be investigated by the Behaviour & Attendance Support Officer.

Persistent absences through illness will be investigated by the Health Authority via the School Nurse.

APPOINTMENTS

- Bring the appointment card or letter prior to the appointment.
- Notify class teacher in writing on the day of appointment. (This ensures your child is in the school office waiting for you.)
- Report to Reception to sign out your child.
- Sign your child back in to school at the Reception Office.

LATENESS

Lateness causes distress to children and frustration for all. We keep a close eye on lateness, which if persistent will be challenged.

If your child is late 2 times in a week or develops a pattern of persistent lateness, a record will be made and you will be informed.

Children arriving up to 10 minutes after registers being called will be marked as "late before registers close." Those arriving after this time (except through a previously notified appointment) will be marked as "late after registers closed". This means that although their presence in school is noted, the session cannot be counted towards the child's total attendance.