



Arden Forest Infant School

www.ardenforest.warwickshire.sch.uk

May 2025 Newsletter : No 9

Head's News

Dear Parents and Carers,

These last few weeks have been busy as always, fitting in half a term's worth of learning into four short weeks.

Reception children have been busy learning all about living and growing. They have been busy planting in the new planters outside, but would very much appreciate donations of compost so that they can grow more plants.

Year One have been learning about the seaside and how this is different geographically from Bulkington. They have also been practising and working hard on their Phonics, securing their knowledge for blending and reading as well as for the forthcoming statutory Phonics Screening Checks in June. It was great to see families attend our Parent Workshops to understand how we prepare and deliver the checks at school.

Year Two have been learning all about Nepal, its physical and human features. The children have been curious and asked lots of interesting questions.

We have noticed that families are taking holidays in term time. Please see the last few pages of this newsletter which gives information about this. We ask that you be honest about the holiday as invariably, the children get very excited and feel confused if it's a secret. It is important that children attend every day and no learning opportunity is lost.

We hope that everyone has a wonderful Half Term break next week and we will see everyone back on Tuesday 3rd June 2025.

Headteacher

SCHOOL START AND FINISH TIMES.



Gates open	8.25am
Classroom doors	8.30am
School day starts	8.35am
Registration ends	8.45am
Break time Year 1	10.25 - 10.40am
Year 2	10.45 - 11.00am
Dinner time	12 - 12.50pm
Afternoon start	12.45pm
End of day	3.05pm

Teacher Training Day

Monday 2nd June 2025

Reminder that the above date is a teacher training day. Children are not in school. Therefore their first day back after the half term will be Tuesday 3rd June at 8.35am.



Balance Bikes & Bikeability

Mrs Wagstaff organised for both Reception and Year 2 to take part in some bike training, through Warwickshire CC. The children really enjoyed this and had great fun learning new skills and safety precautions. The children were well behaved and shown great determination when trying something new!

The children received a certificate and all of the Year 2 children, that participated, passed their Level 1, meaning they can progress to Level 2 at Junior School next year.



**Congratulations to the following pupils who entered
into the Easter competitions.**

Easter Egg Scene

1st



2nd



3rd



Easter Hats

1st



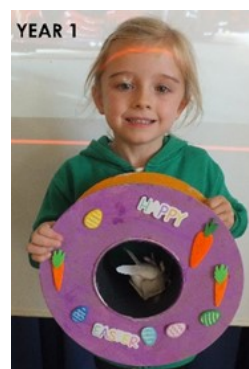
2nd



3rd



Egg Race Winners



Useful Diary Dates

Tuesday 20th May—Reception Learning Showcase.2.15pm

Friday 24th May - Last day of term.

Monday 27th -31st May—Half term.

Monday 3rd June- **School Closed**—Teacher Training day.

Tuesday 4th June - Children return to school—gates open 8.25am.

Tuesday 11th June- S.E.N. Coffee Morning—doors open 8.45am for coffee.

Friday 14th June - Men's Day (**information to follow**)



Class Emails

You can communicate with the class teacher via email. Please use the following emails if you wish to ask a question or notify the class teacher of something. Teachers will get back to you within three working days. Therefore if it is urgent, please contact the office via email or telephone.

Please include your child's full name in the email as sometimes it is difficult to identify the pupil if parents have different surnames to their child.

RA – Mrs Amos	RAclass@welearn365.com
& Mrs Robinson	RAclass@welearn365.com
RB – Mrs Winfield	RBclass@welearn365.com
1A – Miss McGee	1Aclass@welearn365.com
1B – Miss Ashby	1Bclass@welearn365.com
2A – Miss Wallace	2Aclass@welearn365.com
& Miss Fortnam	2Aclass@welearn365.com
2B – Miss Gailey	2Bclass@welearn365.com
Office -	admin2630@welearn365.com
SENCO -	SENCO2630@welearn365.com



LEAVE OF ABSENCE DURING TERM TIME

UPDATED INFORMATION FOR PARENTS

The Supreme Court has clarified the law on unauthorised leave, including holidays, during term time (Platt v Isle of Wight 2017). The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents of any child who is absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

The law states a leave of absence may only be granted by a school if an application is made in advance and if it considers there are exceptional circumstances relating to the application.

Schools must judge each application individually considering the specific facts and circumstances and relevant background context behind each request.

A leave of absence is granted entirely at the school's discretion. Generally, a need or desire for a holiday or other absence for the purpose of leisure and recreation would not constitute an exceptional circumstance.

Where a leave of absence is granted, the school will determine the number of days a pupil can be absent from school.

When making an application for Leave of Absence parents are advised to give sufficient information and time to allow the Head teacher the opportunity to consider all the exceptional circumstances and to notify parents of their decision. The school may also request further information on the application and supporting documentation where appropriate.

It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is the parents' responsibility to ascertain if the leave is authorised prior to the start of the leave.

The school can only consider Leave of Absence requests which are made by the 'resident' parent [ie the parent with whom the child normally resides](#).

Where applications for leave of absence are made in advance and refused, the child is expected to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence. Where a leave of absence is requested, but additional days taken either prior to or after the request may be considered as part of the leave of absence.

Leave of Absences which are not made in advance cannot be authorised in line with legislation. This will result in the absence being recorded as 'unauthorised'.

All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council. Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices and in the first instance, as an alternative to prosecution proceedings.

Leave of Absence taken in the academic year 2024-25

The law relating to Penalty Notices changed with effect from 19 August 2024. Therefore, Penalty Notices issued for Leave of Absence taken from September 2024 will be issued in accordance with the updated legislation.

Penalty Notices are issued to [each parent of each absent child](#), (for example 2 children and 2 parents, means [each](#) parent will receive 2 invoices – 4 in total).

[First Leave of Absence offence](#): The Penalty Notice amount of £160 to be paid within 28 days, this is reduced to £80 each child if paid within 21 days.

[Second Leave of Absence offence within a 3 year period \(from the date of issue of the first penalty notice\)](#): The amount of £160 paid within 28 days. No reduced amount.

Payment plans will not be offered and/or payments received outside of the 28 day period will not be accepted. Where a penalty notice expires unpaid the matter will be referred to Warwickshire County Council's Legal Services to consider criminal prosecution.

Third Leave of Absence offence within a 3 year period ([from the date of issue of the first penalty notice](#)): A penalty notices will be not be issued and the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal prosecution proceedings under S444 of Education Act 1996.

Your child's progress academically as well as socially is our shared priority.

Notice for parents

To comply with the School Attendance (Pupil Registration) (England) Regulations 2024 and Data Protection expectations, it is vitally important that **Arden Forest Infant School** keeps accurate and up to date information relating to every pupil on roll.

The information we are required to record includes:

- Pupil's full legal name (and if appropriate, their preferred name).

- The name, address and contact details of every person known to the school/academy who is a parent* to the pupil with whom the pupil normally resides (this is the address that has been used to register with their GP).

- The name, address and contact details of any additional parent*.

- Any other emergency contact details.

In order to gather this information, every year we send out data collection forms. Parents are asked to complete the form with as much information as possible and then return to the school, signed and dated. We would ask that even where there are no amendments to the data collection sheet, parents return the form, signed and dated.

Arden Forest Infant School requests that if you change your contact number, move home or there are any other circumstances which may impact your child, the school is notified as a priority.

N.B. *The Education Act 1996 defines a 'parent' as a). any natural parent, whether married or not, b). any parent who, although not a natural parent, has parental responsibility as defined in the Children Act (1989) for a child or young person c). any person who, although not a natural parent, has care of a child or young person.

Attendance

Good attendance can positively impact on your child's progress and development and vice versa for poor attendance.

National statistics from the DfE show that across the academic year 2022/23, 22.3% of pupils missed 10% or more of their possible sessions and were therefore identified as 'persistently absent'. For a child to be identified as 'Persistently absent' means that they will have missed 10 days in a full academic year. Attendance is also a part of our **Safeguarding duty; therefore, any absence can result in a home visit.** Please also be mindful not to encourage your child to lie about the reason they have been absent, as this is known to cause great anxiety in children. The children will almost always be honest and tell us if they have been on holiday, as they are too excited to share their experiences with the staff!