



# Arden Forest Infant School

[www.ardenforest.warwickshire.sch.uk](http://www.ardenforest.warwickshire.sch.uk)

18th May 2026 Newsletter : No 8

## Head's News

Dear Parents and Carers,

It has been a packed half term, with lots of exciting wider curricular activities taking place. Year One had a 'Seaside Journeys' Theatre experience at school to develop their Historical knowledge of British holidays past and present, comparing Victorian seaside holidays with those of today. Reception have been embracing their learning about the world around us, planting and growing as well as nurturing caterpillars that will hopefully turn into butterflies in the coming days.

Mrs Lemsatef-Edwards, our Deputy Head has been working hard ensuring that Phonics teaching across the school is the best it can be and that we ensure every child keeps up with their peers. As a result of this we are seeing rapid improvements, with pupils having greater confidence and a new love of reading.

We also held our first 'Reading Practice in Practice' in Year One. Many parents were blown away with seeing their child apply their phonic skills to decode and blend in reading. One parent said, 'I didn't think my child could read and I've no excuses at home now!' Look out for our next Reading Practice in Practice event which will be focused on Reception Reading.

Wishing everyone a wonderful half term next week. We finish on Friday 22nd May at 3.05pm and pupils return on Tuesday 2nd June at 8.35am.

Warm wishes

Mrs R Gunn, Headteacher



## School Start and Finish Times



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

## Parents & Teachers

### Association

If you are interested in joining the schools PTA please call 02476315913 or email -

[admin2630@welearn365.com](mailto:admin2630@welearn365.com)



## School Attendance - Every Day Counts

In the first half of the school year, our attendance data for the whole school was low as a result of a combination of - holidays in term time and illness. It was the lowest since before Covid and disappointingly, one of the poorest in Warwickshire even compared to other Infant schools. Currently our attendance remains at 92.8%

As you may be aware, Ofsted and the DfE is closely scrutinising schools' attendance at present and providing reports about how individual schools can improve on this. Since the end of January, we are slowly improving, and we are using government guidance to improve attendance procedures further.

## School Vision

We have been developing a new whole school vision which is in keeping with the aspirations for the children in our school community in modern day Britain. This has been shared with the pupils and we are ready to share this now with our families. Moving forward, this vision will underpin leaders decisions and direction of the school.

We are: **included, inspired and successful**

*At Arden Forest Infant School, we nurture an inclusive community where every child is safe and inspired to be the best they can be. We ensure that every child can access, participate in and succeed in all aspects of school life. We empower our pupils to grow with resilience, show kindness, respect and act responsibly in all they do, and celebrate the diversity that makes each of us unique. Through curiosity, creativity and care we lay the foundations for confident learners, regardless of their starting point, background, need or vulnerability, who flourish today and in the future.*

School motto: Little Learners, Big Achievers



## Deputy Head appointment

Mrs Lemsatef-Edwards has been our acting Deputy Head on secondment from another primary school in Nuneaton since February half term. Last week following a rigorous interview process, she was successful in securing the permanent position as of September 2026.

She continues to lead on Phonics and Reading as well as Curriculum and Assessment. We are thrilled to appointed her and know that she will continue to support and assist myself in moving the school forward and making the changes needed to make our school the best it can be.



## After School Clubs

If your child attends an afterschool club and you need to get in touch with the school re pick up etc, please call the school mobile number **07821869161** between 3.45-5.00pm.



If you need to call before 3.45pm call the normal number 02476315913.



## Useful Diary Dates

Monday 25th May - Friday 29th May - **SCHOOL CLOSED FOR HALF TERM**

Monday 1st June - Teacher Training Day - **SCHOOL CLOSED**

Tuesday 2nd June - **Children return to school (Gates open @ 08:25)**

Monday 8th June - Friday 12th June –Phonics Screening Week

Friday 19th June - Men's Day (info to follow)

Wednesday 24th June - New Reception parents meeting

Wednesday 24th June - Year 2 trip to Conkers

Friday 3rd July - Sports Day (Info to follow)

Wednesday 8th July - End of year reports to parents

Thursday 9th July - Forest Fun **TBC**

Monday 13th July Report Meeting - Appointments needed (Info to follow)



## Class Dojo - Communication

You can now communicate with your child's class teacher via Class Dojo. Class Emails are no longer being used.

Class Teachers have 2 working days to reply to messages, but please remember their working days finish at 5:00pm.

Please do not contact the Class Teaching Assistants on Class Dojo, TA's do not have access to Dojo for direct communication and therefore your messages will be missed.

And finally, if your child is absent from School, you are required to phone the School Office to inform them (as per school policy and protocols). If you would also like to inform your class teacher, this is optional, however the School office must receive a phone call, as per our Attendance Policy.

Office - [admin2630@welearn365.com](mailto:admin2630@welearn365.com) or **02476 315913**



## 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 Wright 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 regulations regarding Leave of Absence (The Education (Pupil Regulations) (England) Regulations 2006 as amended by Education (Pupil Regulations) (England) (Amendment) Regulations 2013.) advise:

Head teachers **shall not** grant **any** Leave of Absence during term time **unless they consider** there are **exceptional** circumstances relating to the application.

If the leave is granted, Head teachers are able to determine the number of school days a child can be absent for.

It is for the Head teacher to decide what is 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted. When making an application for Leave of Absence in advance 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. It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is their 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 will be required 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, which may result in legal action being taken against the parent(s), by way of a Fixed Penalty Notice.

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 and could result in a Fixed Penalty Notice being issued to the parent(s).

*Each application for a leave of absence will be considered on a case-by-case basis and on its own merits.*

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'. This may result in legal action against the parent, by way of a Fixed Penalty Notice. All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council.

It is important to note, Fixed 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 in the amount of £120 each, totalling £240 for both children, this is reduced to £60 per child if paid within 21 days).

Where a Fixed Penalty Notice is not paid within the required timeframe as set out on the notice, the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal proceedings under S444 Education Act 1996.

Fixed Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices.

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

**Warwickshire School pupils recorded 96,366 half day sessions of absence due to holiday in the Academic year 2021/22.**

## Notice for parents

To comply with the Pupil Registration Regulations amended 2016 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.



# WHY ATTENDANCE MATTERS!

Every Day in School Counts



## Better Attendance = Better Achievement



Pupils with 95-100% attendance are **1.9 times more** likely to reach the expected standard in reading, writing and maths at Key Stage 2 than those with 50-35% attendance.

At secondary school, pupils with near-perfect attendance are **almost twice** as likely to achieve a Grade 5 in English and Maths GCSE compared to pupils who miss just a few extra days.



## Even a Few Days Missed Has a Big Impact



Missing just **10 days** in Year 6 can reduce the chance of meeting expected standards by 26%.

Missing **10 days** in Year 11 can halve the chance of getting a Grade 5 in English and Maths.



## Attendance Affects Future Success



Each extra day of absence in secondary school is associated with a **£750** drop in future earnings.

Persistently absent pupils could earn **£16,000** less by age **23** than their regularly attending peers.



## Attendance Builds Skills Beyond the Classroom



Students who attend regularly develop stronger friendships, better social skills, and strong learning habits that support lifelong success.

## YOUR ATTENDANCE TARGET: AIM FOR 100%

Every day in school helps you learn more, achieve more, and prepare for a bright future.