



# St. Joseph's Catholic Primary School

# Weekly Newsletter

Friday 24th May 2024



## Holiday Requests

I have received a number of holiday requests from parents for term-time holidays.

Unfortunately, I am unable to authorise ANY holiday unless it is for exceptional circumstances and evidence is supplied for the Local Authority. This is not a school-based decision, but a national one. Anyone who takes their child on holiday in term-time is liable for a fine of £120 per parent, per child.



## Upcoming...

- **Friday 24th May** - School Closes at 3.15pm
- **Monday 27th May** - Edenred Free School Meal Vouchers emailed to parents/carers.
- **Monday 3rd June** - School re-opens at 8.45 (gates open at 8.30am and toast is served)
- **Wednesday 26th June** - New Reception Class Induction Evening



**Don't forget to read every day!**

# LOOK OUT!!!

Check your child's bookbag/school bag/coat pockets. They may have been awarded a special award!



# Weekly Award Winners



## This Week's V.I.P.s

Reception: Rejoice  
Year 1: Isaac  
Year 2: Georgianne  
Year 3: Michael  
Year 4: Nia  
Year 5: Destiny N  
Year 6: Ignacy



## This Week's Stars of the Week



Reception: Daniel-James  
Year 1: Bianna  
Year 2: Wayne  
Year 3: Valentina  
Year 4: Victoria  
Year 5: Darren  
Year 6: Aisha

## Super Scientist

Reception:  
Year 1: Noah  
Year 2: Ameila  
Year 3: Shaun Henry  
Year 4: Oscar  
Year 5: Alfie  
Year 6: Charmaine



## Weekly Recognitions

141

## Miss G's Staff V.I.P.

Miss Kelsall



# Attendance Stars

94.1%

Reception

88.8%

Year One

90.5%

Year Two

87.2%

Year Three

88.7%

Year Four

85.4%

Year Six

93.5%

Year Five

Target

96%



## Mater Christi Trust and St. Joseph's Catholic Primary School Attendance Overview

Percentage Attendance	Category of Attendance	Actual Attendance	Learning Days lost per year	Learning hours lost per year
100%	<b>Outstanding</b>	190 days	0	0
99%	Very Good. Best chance of success.	188 days	2	10
98%		186 days	4	20
97%		184 days	6	30
96%	Good, although room for improvement.	182.5 days	7.5	37.5
95%		180.5 days	9.5	47.5
94%	Needs to improve	178.6 days	11.4	57
93%		176.7 days	13.3	66.5
92%		174.8 days	15.2	76
91%	Poor There is less chance of success and makes it harder for your child to achieve.	173	17	85
90%		171 days	19	95
89%		169 days	21	105
88%		167 days	25	115
87%		165 days	27	125
86%	Very Poor Attendance is a serious concern and there will be a huge impact on your child's learning.	161.5 days	28.5	135
85%		161.5 days	28.5	142.5
80%		152 days	38	190

**Every Day Matters' – please give your child the very best life chances by sending your child to school EVERY DAY**

## Mater Christi Attendance Strategy

Stage 1 - Expect	<ul style="list-style-type: none"> <li>ALL families to be sent a termly attendance letter and attendance certificate.</li> </ul>
Stage 2 – Monitor When attendance falls below 91%	<ul style="list-style-type: none"> <li>Formal letter sent home with attendance certificate informing parent/carer of current attendance percentage and next steps.</li> </ul>
Stage 3-Listen and Understand When attendance falls below 80%	<ul style="list-style-type: none"> <li>Formal letter sent home with Individual Attendance Plan for parents/carers to agree and sign.</li> </ul>
Stage 4-Facilitate Support When attendance falls below 70%	<ul style="list-style-type: none"> <li>Formal letter from the Multi Academy Trust sent home inviting parents/carers into school for attendance meeting with headteacher.</li> <li>Early Help Assessment advised and referral made to Child and Family Wellbeing Service.</li> </ul>
Stage 5-Formalise Support/Enforce Possible Penalty Notice or Prosecution	<ul style="list-style-type: none"> <li>If no improvement or engagement after Stage 4, school will refer to the Local Authority for possible legal interventions.</li> </ul>

\*The trigger for legal intervention is 10 sessions (the equivalent of 5 days) of unauthorised absence in a term, or 14 sessions (the equivalent of 7 days) of unauthorised absence across 2 consecutive terms (LCC 2024)

\* For cases meeting the 14-session trigger, due to constraints in court evidential periods, absences should be aggregated across two consecutive terms – e.g. Autumn half-term 2 and Spring half-term 1.

Legal interventions for school non-attendance include:

### Penalty notice

Parents may be issued with a penalty notice as an alternative to prosecution. If they pay the fine, they can discharge liability for the offence of failing to ensure their child's regular attendance at school.

### Prosecution

Parents may be prosecuted in the Magistrates' Court and receive a fine, a community order or be imprisoned.

### Parenting Order

If a parent is convicted for failing to ensure their child's regular attendance at school, a Parenting Order may also be applied for. This may require them to attend parenting classes and may specify other relevant directions for the parent.

### Education Supervision Order

An application for an Education Supervision Order may be made, which appoints a local authority supervisor for the family and requires the parent and/or child to follow their directions.

# St. Joseph's Catholic Primary School

Every day  
counts



# Attendance

Facts for Parents and Carers

Headteacher

Miss Rachael Griffiths

[www.stjosephslancaster.co.uk](http://www.stjosephslancaster.co.uk)



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[www.stjosephslancaster.co.uk](http://www.stjosephslancaster.co.uk)

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# Every Day Counts

At St. Joseph's Catholic Primary School, we know that good attendance is the key to successful schooling and we believe our pupils can be the very best!

Although we aim for 100% attendance, each year we set an attendance target and this is used to compare us to other schools locally and nationally. Our current **target is 96%**.

Attending school every day will help give your child the **best possible start in life**.

**Going to school every day means learning new skills and becoming:**

- A READER, WRITER, MATHEMATICIAN, SCIENTIST, GEOGRAPHER, HISTORIAN, ARTIST, MECHANIC, TAILOR, ELECTRICIAN, ENGINEER, BUILDER and CHEF!

**It also means:**

- making friends
- learning to hold a conversation
- having fun!

You can help your child by getting them to school every day.

Good attendance helps your child to develop their confidence and to make and keep lasting friendships.

Your child's attendance is very important; good attendance habits established in the primary school years can positively affect their entire school life.



# Did you know?...

If you take your child on a **2 week holiday** in term time, attendance for the year **immediately drops to 95%**

90% attendance is equivalent to missing 100 hour-long lessons

90% attendance means 1/2 a days absence each week; 4 weeks over the year and **half a years absence over 5 years!!**

90% attendance is equivalent to a full month off school in a year!



# Did you know?...

You can be **fined up to £2,500** or **given a 3 months prison sentence** if your child misses too much school.

Around 80 million days are lost to absence each year!

Research shows that pupils who attend school regularly are more likely to **do well in the future**

Children in EYFS and KS1 learn a sound a day. Missing just 1 day means they fall behind.

# Holidays

## PLEASE THINK CAREFULLY BEFORE TAKING YOUR CHILD OUT OF SCHOOL DURING TERM TIME

By law, you must ask for permission for your child to miss school.

Leave in term time **will only be agreed where the Headteacher feels there are exceptional circumstances**. Also, it is possible that **leave will not be agreed** when attendance already includes **unauthorised absence** and/or attendance is already causing concern .

You can request 'leave in term time' for your child using a request form available from the School Office .

Parents/Carers who take a child of compulsory school age on holiday without permission from the school may be issued with a **penalty notice**.

### TO HELP YOUR CHILD DO WELL IN SCHOOL, YOU SHOULD...

- Arrange family holidays to coincide with school holidays
- Never take your child out of school when there are important examinations or tests (SATs and end of term Assessments)
- Be aware of the potential impact on your child's education. They will need to catch-up!
- Avoid taking your child out of school when they are just starting. This is very important as your child needs to settle into their new environment as quickly as possible.



## Holidays

There are 190 statutory school days in 1 year. That means **there are 175 days** (weekends and school holidays) **available to use for holidays!**

There is **no** automatic entitlement in law to time off in school time to go on holiday

The Headteacher **cannot** authorise any leave in term time unless there are exceptional circumstances.

Any period taken without agreement of the school, or in excess of that agreed, will be classed as unauthorised and may attract a **Penalty Notice**.

**A 2 week holiday** in school time means your child has approximately **50 hours of missed learning** to catch up on!

## Policy and Procedures

- Ensuring your child's regular attendance at school is **your legal responsibility**.
- Pupil attendance is closely monitored. The MAT, Local Authority, Headteacher and Attendance Lead will check pupil attendance percentages regularly to see if action is required.
- First response calls and Class Dojo messages will be made daily if a child does not attend school.
- Classes are encouraged to compete for the best weekly attendance and the winning class feature on the Attendance Rocket and are awarded the weekly attendance trophy to proudly display in their classroom. The class with the most wins in a half term receive a prize of their choice.
- If attendance drops **below 91%**, pupils are identified as '**Persistent Absentees**'. Our MAT/School Attendance Protocol will be initiated. (see back of booklet)
- A pupil becomes a '**persistent absentee**' when they miss **9% or more** schooling across the school year **for whatever reason**.
- All persistent absent cases are also automatically made known to the MAT and Local Authority Attendance Team. Persistent absentee cases will be closely monitored to see if further action is required.
- Attendance Officers can use sanctions such as **Penalty Notices or Prosecutions** in the Magistrates Court.
- Taking leave in term time will affect your child's schooling as much as any other absence and we expect parents/carers to help us by not taking children away in school time. THANK YOU
- 

**We want to support you, so please work with us!**





# Absences

Every half-day absence from school has to be classified by the school as either **AUTHORISED** or **UNAUTHORISED**. This is why information about the cause of any absence is always required and proof may be requested (medical prescription, appointment card etc.)

## Authorised Absences

Authorised absences are mornings or afternoons away from school for a valid reason like illness, medical/dental appointments which unavoidably fall in school time, emergencies or other unavoidable cause.

## Unauthorised Absences

Unauthorised absences are those which the school does not consider reasonable and for which no 'leave' has been given. This type of absence can lead to the Local Authority using sanctions and/or legal proceedings.



# How you can help

- Aim for 10 hours sleep a night for your child. This will make the following day at school easier for them to cope with
- Make sure your child eats breakfast, it helps them to stay alert at school.
- Help your child develop routines.
- Encourage your child to get their school things ready the night before.
- Develop a night time routine that involves checking their reading, homework and bed.
- Try and make sure that any medical/dental appointments are made for after school.
- Never take holidays in term time.
- If you know your child will be absent from school, notify the School Office **before the day of absence**.
- If your child is ill, ring the School Office as soon as possible on the **first day of absence**. (please do not send messages via Class Dojo)





# Punctuality

Poor punctuality or leaving before the end of the school day is **not acceptable**.

School data shows a **link between poor attendance and under achievement**.

Missing just 10 minutes of a school day is the same as missing 2 weeks over the year!



Pupils who arrive late and/or leave early also **disrupt lessons**, which can be embarrassing for the child and can in turn, encourage absence. It is also extremely disruptive to the teacher and the rest of the class.

**School starts at 8.55am**  
**and ends at 3.10pm (KS1) 3.15pm (KS2)**

**Doors open at 8.45am**

**Playgrounds are supervised from 8.30am and free toast is available**

# MAT and School Attendance Protocol

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# Star Readers

Well done to these children who have completed Booktalks this week.

Eric Yr.4

Jakub Yr.4

Stephen Yr.6

Oscar Yr.4

Grace Yr.4

Jasmine Yr.4

Evie Yr.4

Tianna Yr.6

Grace Yr.4

Sawen Yr.6

Aisha Yr.6

Nia Yr.4

Charmaine Yr.6

Angel Yr.6

Victoria Yr.4



# Team Spirit Award

I never used to take a lunch break, but now look forward to my time sat at the window with a cup of tea watching our children play so beautifully. I've been so impressed by their team spirit, that I thought it should be rewarded, therefore, I will be selecting a child/children each week who had displayed the St. Joseph's Team Spirit and giving them a shout out.

This week I'm giving a St. Joe's Shout Out to...



## EYFS and KS1

**Toby (Reception), Carter (Yr1) and Daryl (Yr2)**

## KS2

**Alexa (Yr5), Richard (Yr3), Jakub (Yr4), Lilli (Yr6)**



# Family Challenge!

We teach our children about the British Values, but what are they?



You can look on our website or ask your child for help! Send your answer to Miss Griffiths on Class Dojo. Good luck!

**Family's who answered correctly are..**

★ The Wood Family

The Flint Family

The Hill Family

The Zych Family

The Brown Family

The Nigrone Family

★  
**Well Done**  
★

These families will be entered into our half-termly raffle for a bumper family hamper!