Great Massingham CofE Primary School

United. Resilient. Respectful.

Monthly Newsletter

'I will instruct you in the way you should go; I will counsel you with my loving eye on you.' Psalm 32:8

Dear Parents/Carers,

Welcome back to the second half of the autumn term. I hope everyone had a lovely half term and is looking forward to Christmas! This time of year is always very busy and there are several school events so please keep your eye on Dojo over the coming weeks.

PFA
The PFA are working hard on the Christmas Disco at the Village Hall on 11th December.
They would love to hear from any parents/carers who could give a little of their time to help out and support. No obligation to join the PFA, but new members always welcome and if anyone has any spare time to share please let one of the PFA members know, or contact them via greatmassinghampfa@gmail.com
Many thanks to the PFA team for all the fun to come.

Many thanks for your generous donations for the foodbank at our Harvest Festivals. These were very gratefully received.

Staffing update:
For your information we have made a couple of staffing changes to meet changing needs for the children across our Federation. From Monday 9th November

- Mrs Roe will be working in the infant class at Harpley.
- Mrs Fisher will be working in infants at Great Massingham following the departure of Mrs Martin who left us at the start of term. Mrs Fisher will also be working across both of our schools with a range of family support services. More information to come.
- Mrs Moogan will be back in year 5&6 at Great Massingham all week. Thank you to Mrs Moogan for supporting GM infants while arrangements were made.

Collective worship:
In collective worship this half term, the children will be learning about wisdom. We have started this half term with a week of worships focused on remembrance before moving onto our main theme next week. "But the wisdom from above is first pure, then peaceable, gentle, open to reason, full of mercy and good fruits, impartial and sincere." - James 3:17

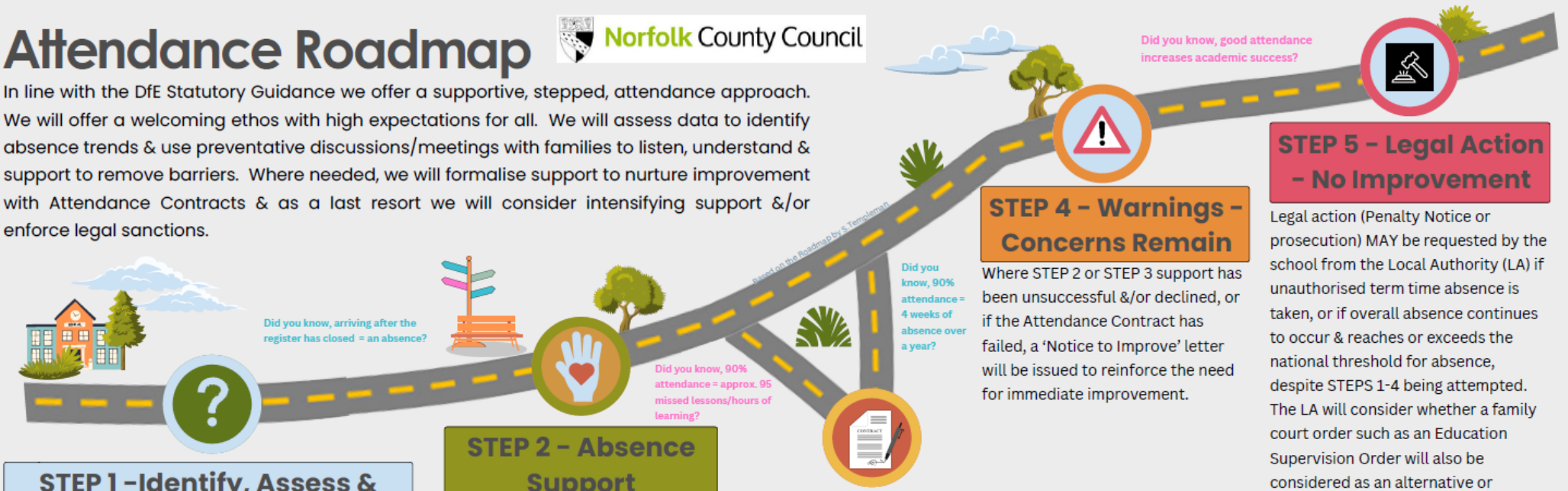
Kind regards and have a lovely weekend,

Hilary Myhill
Executive Headteacher

Attendance Roadmap

Norfolk County Council

In line with the DfE Statutory Guidance we offer a supportive, stepped, attendance approach. We will offer a welcoming ethos with high expectations for all. We will assess data to identify absence trends & use preventative discussions/meetings with families to listen, understand & support to remove barriers. Where needed, we will formalise support to nurture improvement with Attendance Contracts & as a last resort we will consider intensifying support &/or enforce legal sanctions.



STEP 1 -Identify, Assess & Prevent

Our daily actions & processes aim to promote relationship building with children & families to prevent absence. This involves monitoring data trends & absence patterns to inform our conversations with you (& your child where age allows). The trigger for conversations is where absence becomes a cause for concern. Other daily actions involve promoting attendance positively, using praise & incentives, swift absence follow up, texts, school apps, email &/or letter communication to raise your awareness of emerging concerns, processing requested or unrequested 'term time exceptional absence' & doing home visits to meet our safeguarding duties as required.

STEP 2 - Absence Support

We move to this step if absence continues (authorised or unauthorised) to prevent further absence occurring. Discussions & meetings will be offered to identify if early support or reasonable adjustments are needed. This will be done using discussions &/or meetings to create a supportive action plan. A Family Help referral or signposting to other external agencies will be offered, if appropriate, for support to be accessed to help overcome identified barriers to attendance.

STEP 3 - Formalised Support

Where absence continues & initial support needs to be increased an Attendance Contract will be offered to formalise support. This is a nurturing plan of improvement to prevent further escalation. Achievable & individual targets will be set & reviewed regularly. Medical &/or other information will be actively sought at this point if required to work collaboratively with you & other agencies. An Attendance Contract can run alongside other meetings e.g., EHAP.

STEP 4 - Warnings - Concerns Remain

Where STEP 2 or STEP 3 support has been unsuccessful &/or declined, or if the Attendance Contract has failed, a 'Notice to Improve' letter will be issued to reinforce the need for immediate improvement.

STEP 5 - Legal Action - No Improvement

Legal action (Penalty Notice or prosecution) MAY be requested by the school from the Local Authority (LA) if unauthorised term time absence is taken, or if overall absence continues to occur & reaches or exceeds the national threshold for absence, despite STEPS 1-4 being attempted. The LA will consider whether a family court order such as an Education Supervision Order will also be considered as an alternative or alongside prosecution.

PENALTY NOTICES & LEGAL ACTION

1st Offence of term time leave &/or irregular attendance (10 sessions of unauthorised absence or more) = penalty notice of £160 per parent, per child if paid within 28 days. If paid within 21 days the amount is reduced to £80 per parent, per child.
2nd Offence within 3 years = penalty notice of £160 per parent, per child payable within 28 days, no reduction available.
3rd Offence within 3 years NO PENALTY NOTICE considered. The case will be presented to **Magistrates' Court** under s444(1) or (1a) of the Education Act. If found guilty, a fine of up to £2500 per parent, per child can be issued. Convictions for s444(1a) offences will show on DBS record.

The LA also retains the discretion to consider proceeding straight to prosecution where appropriate.

Please talk to us about how we can support you &/or your child at any time.