



# Sheerness West Federation Week Ahead 2 November 2021



## Federation Message from Mrs Pattenden ...

Dear Parents/Carers

Where has term 1 gone?!

A very quick 7 weeks packed with many events.

Thank you for your participation on the parent surveys - feedback is always helpful.

We are so pleased with how the pupils have come back since September; they have settled well and seem very happy, engaged in their lessons and have achieved well.

We look forward to the excitement of term 2 especially Hogwarts Week and our Remembrance activities. More details to follow.

However, in the meantime, on behalf of everyone - we wish you all a happy half term. Everyone needs a well-deserved rest.

### **WHAT TO DO IF YOUR CHILD TESTS POSITIVE FOR COVID OR IS UNWELL**

Please follow the link below if your child is unwell with Covid-19 symptoms or tests positive.

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

### **Message from Ms Brewer**

Dear Parents and Carers,

I cannot believe that we are already at the end of term 1. We are now well into our new routines and the 'new normal' is rapidly becoming our 'normal'. After an incredibly busy and successful term both staff and children are certainly ready for a well-earned rest! Please remember you can get a great overview of all which is going on by reading the newsletter.

#### Poppy Appeal

Each year we support the Poppy Appeal by selling various different poppy related items in each of the classes. It is an important cause, so we are going to celebrate this by holding a craft fair on the 11th November after school where your child will make a craft and sell their items. The proceeds will go to the British Legion.

Finally, I would like to finish by personally thanking all of the children and staff for working so incredibly hard throughout this very different first term of the year. I don't think any of us were sure how it was going to pan out, but overall it has been incredibly successful. It is only by everyone working in partnership together,

for the best interest of the children, that we continue to move the school forward in these difficult times. I wish everyone a relaxing and thoroughly enjoyable half term break, make sure you all rest up and charge those batteries as there is a lot more learning to be experienced in Term 2!

It is with sadness that we are saying goodbye to one of our staff Mrs Massey (Teaching Assistant) During her time at the school she certainly has made such a positive impact and she will be missed by adults and children we wish her well.

### Message from Mrs Mackay

Dear All

It's here! The end of the term! We made it! It's been wonderful to have a whole term with the children without any interruptions to learning. The children have made huge steps in the progress and settled back into school life.

We hope you all have a restful half term and get to spend some time together with friends and family.

When we return next term, we will have lots of exciting activities planned, please check the bottom of the newsletter for dates.

Hogwarts week is back! This year we'll get to enjoy it together!

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Lastly, I'd like to say a huge thank you to all the staff for all their hard work and good luck to Miss Ward who is a TA in year 4 who is expecting an imminent delivery and will be going on maternity leave.

### Attendance

The school's Good attendance is fundamental to a successful and fulfilling school experience. **We actively promote 97% attendance** and above for all our pupils and we use a variety of weekly, termly and annual awards to promote good attendance and punctuality.

School opens at 8.35 am

Pupils should be in class before 8.45 am.  
Anyone arriving after 8.45 am will need to enter the school via the reception and provide a valid reason for the lateness.  
Late codes:  

- Will lead to letters being sent home
- May lead to attendance meetings
- May lead Penalty Fines being raised

Register closes at 9.00 am

From then onwards, pupils need to get in via the office and parents to provide a reason for lateness and be advised that this will count towards one unauthorised session.  
U (unauthorised) code applies  
U codes:  

- Will lead to letters being sent home
- May lead to attendance meetings
- May lead to a Penalty Fine being raised (for 10 unauthorised sessions within 100 sessions)

Absences	Leave of Absence (for example for holidays)	Leave of Absence should be requested in writing at least two weeks before the leave starts. Absence, during term time, can only be approved in “exceptional circumstances” (see Attendance Policy published on the school’s website). When Absence is not authorised and taken anyway, the case may be referred to the Inclusion and Attendance Service who may issue a Penalty Notice to each parent for each child taken out of school. Failure to pay the penalty in full by the end of the 28 day period will result in prosecution by the Local Authority.
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**Please note that absence taken and lateness can be added up and lead to a Penalty Notice being raised.**

Illness	Persistent non-specific illness e.g. poorly/unwell will be marked as unauthorised. We require more specific information when your child is unwell because maybe they could still come to school. We will request medical evidence of the illness: After 2 days of illness for pupils with attendance above 95% From day one for pupils with attendance at or below 95% Without evidence, the absence will be marked as unauthorised (O code).
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Covid-19	When pupils are absent due to testing positive for Covid-19, medical evidence will be required (i.e. screenshot of the results/ emails). For guidelines regarding isolation, contact, etc. please follow the national guidelines. If unsure, please contact the school for up to date information. Currently Lateral flow tests can be collected free of charge from pharmacies.
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Parents should advise the school of any absences by email at [attendance@swfed.co.uk](mailto:attendance@swfed.co.uk), by phone or in person by 8.45 am of each day of absence with the following information:  
Name and class of the child, specific reason for absence (not unwell) and expected return date. In addition, parents should email any evidence that may be required.

As you know we are passionate about high attendance with the purpose being a clear link to progress in learning. We firmly believe that regular attendance is vital for the children to be successful both academically and socially. Please remember that as a Federation we have to report unauthorised absences to the Local Authority.

### Message from Well-being Team

Wishing everyone a happy half term from the well-being team. It has been a very busy term and the children and staff have all worked incredibly hard.

Anyone taking part in Halloween celebrations remember to stay safe and go with a trusted adult. We will see you ready to learn in Term 2 😊



This weeks letters/emails sent and on our website (<http://www.rose-street.kent.sch.uk/>) and (<http://www.west-minster.kent.sch.uk>) were:

This week's Dates for your diary:

### Future Dates

- Monday 1<sup>st</sup> November – Staff Development Day
- Tuesday 2<sup>nd</sup> November – Term 2 begins
- Tuesday 2<sup>nd</sup> November – Friday 5<sup>th</sup> November – Hogwarts Week
- Thursday 11<sup>th</sup> November - Remembrance Fair
- Friday 19<sup>th</sup> November – Children in Need
- Friday 3<sup>rd</sup> December – Dress as an Elf for Alzheimer
- Thursday 16<sup>th</sup> December – End of Term
- Friday 17<sup>th</sup> December – Staff Development Day
- Tuesday 4<sup>th</sup> January – Staff Development Day
- Wednesday 5<sup>th</sup> January – Term 3 begins