



# Norton Primary Academy

Parents Newsletter: January 2017

[www.nortonacademy.org](http://www.nortonacademy.org)

## Happy 2017!

Welcome back after the Christmas break – we hope that everyone had a lovely time with their families and have had a great start to the new year.

On behalf of all the staff we wish you all a 2017 filled with happiness, health and success and are very much looking forward to working in partnership with you all as always.

### Academy Website: [nortonacademy.org](http://nortonacademy.org)

Over the next week the website will be updated with dates for the diary for this term as well as with copies of year group newsletters and Learn Its.

There are many other useful documents and information sections on the website including:

- Curriculum Plans
- Safeguarding information
- Pupil Results in end of Key Stage tests
- Key Policies
- Staffing and Governor information

### Dates for the Diary:

Spring half term: 13<sup>th</sup> – 17<sup>th</sup> February

School **closed** to pupils for staff training:  
MONDAY 20<sup>th</sup> FEBRUARY

Parents Evenings: 7<sup>th</sup> & 9<sup>th</sup> February

Easter Holidays: 10<sup>th</sup> – 21<sup>st</sup> April

Year Six SATs Week: 8<sup>th</sup> – 11<sup>th</sup> May  
Year Two SATs take place in May  
Year One Phonics screening week beginning 12<sup>th</sup> June

### **Changes to Lunchtime Behaviour System**

As you will know a system of red and yellow cards is used within class to address unacceptable behaviours with red cards resulting in temporary removal from the class and parents being informed. Following discussions in school we have decided to extend this system to use at break and lunchtimes with a red card system being used at these times too. Pupils who received a red card during this time will then spend some time in the THINK zone with time dependent on the nature of the misdemeanor. This new system will be kept under review to ensure impact and, as always, we welcome any feedback from parents about this and other systems within school.

*'One Academy Rule – Every student and adult is expected to behave in a responsible manner, both to themselves and others, showing consideration, courtesy and respect for other people at all times.'*

### **Important information re: Attendance and Punctuality.**

At Norton Primary Academy we value excellent attendance and punctuality. Although the majority of our pupils attend school whenever possible, too many families arrive after 8:45am.

All children should be on our playground by 8:45 ready to come into school with classmates. Our mantra is '**in the line by quarter to nine**'. Children who arrive between 8:45am and 8:55am will be registered in our Late Attendance Record. In the interest of safeguarding all external doors are locked at 8:55. Children arriving at school after 8:55 must report to the main entrance where they will be registered in our Late Attendance Record. Lateness is continually monitored and children may be expected to make up for the loss of learning time during their break times. Persistent lateness will be discussed with parents and children during a formal Punctuality Panel Meeting in school.

It is a parent's responsibility to ensure their children arrive at school on time. Lateness can disrupt the learning of both the child and others and can result in a pupil feeling greater stress and achieving poorer outcomes. If a pupil arrives after registration has closed the absence will be recorded as unauthorised for that session. If this persists, legal action, in the form of a Penalty Notice or Prosecution under Section 444(1) of the Education Act 1996 may follow. Being late adds up to a loss of learning. This table offers a quick guide to the impact of lateness.

<b>Minutes late per day</b>	<b>Equivalent of missing</b>	<b>Over 2 years</b>	<b>During 6 years (Y1 – Y6)</b>
<b>5 Minutes</b>	<b>3.4 school days a year</b>	<b>6.8 days</b>	<b>20.4 days</b>
<b>10 Minutes</b>	<b>6.9 school days a year</b>	<b>13.8 days</b>	<b>41.4 days (more than half a term)</b>
<b>15 Minutes</b>	<b>10.3 school days a year</b>	<b>20.6 days</b>	<b>61.8 days</b>
<b>20 Minutes</b>	<b>13.8 school days a year</b>	<b>27.6 days</b>	<b>82 days (more than a full term)</b>
<b>30 Minutes</b>	<b>20.7 school days a year</b>	<b>41.4 days</b>	<b>124.2 days</b>

Where a pupil is absent due to sickness and is genuinely unable to attend school, then the school, after being informed, may authorise a child's absence. It is important to keep the school informed if your child is going to be absent at the start of the day.

At Norton Primary Academy we aim to achieve at least the Government national average for primary school attendance of 96%. We continually monitor attendance and alert parents if/when their child's attendance falls to 93%. If attendance falls to 90% or below, it is officially classed as persistent absence. At this point we must meet to discuss absences and may need to involve other agencies. 90% attendance means that your child is absent from lessons for the equivalent of one half day every week. Over five years this is the equivalent of about one half of a school year. Research shows a clear link between attendance at school and a child's achievement. All time out of school affects learning and achievement for pupils. Holidays during term time significantly impact on attendance.

The law states that parent/carer(s) must ensure that their child regularly attends the school where they are registered. Should your child fail to attend school regularly, an Attendance Panel Meeting will be arranged to address attendance issues. Failure to demonstrate an improvement in attendance may result in referral to the Local Authority and legal action may be taken against you.

A variety of incentives and rewards are in place to encourage children to attend as frequently as possible, including our Attendance League (updated weekly), class attendance prizes (offered termly) and weekly 100% attendance awards. You can keep up to date with our Attendance League via our school website.

Your cooperation and support with this matter is very much appreciated.

Mr Andrew J Cowan  
Vice Principal

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