



March 2023





Attendance

First day reporting

Parents should notify the academy of any pupil absences:

- This should be done before the start of the academy day.
- This can be done by calling the academy on 01803 293040, pressing option 1 or using the academy text service.
- As a last resort, parents can notify by visiting the main reception when the academy opens.
- The reason for absence should be given and an indication of the likely period of absence. If requested, evidence of absence should be provided on the first day back.

95%	=	47 LESSONS MISSED EACH YEAR 8 days in total or 1 week and 3 days
90%	=	95 LESSONS MISSED EACH YEAR 16 days in total or 3 weeks and 1 day
85%	=	142 LESSONS MISSED EACH YEAR 24 days in total or 4 weeks and 4 days
80%	=	190 LESSONS MISSED EACH YEAR 32 days in total or 6 weeks and 2 days





Attendance

Pupils are expected to attend the academy every day and this is key for children's education as well as their mental health. All absences must be explained by a parent/carer.

Acceptable reasons for the authorisation of absences are:

1. Illness
2. Exceptional family circumstances such as a bereavement
3. Days of religious observance
4. Unavoidable medical/dental appointments

Absences from the academy will not be authorised for:

1. Absences not agreed, this will always include first and last day of half term unless medical evidence provided
2. Birthdays, if ill on a birthday, medical evidence will be required
3. Shopping
4. Looking after family members
5. Visiting relatives
6. Holidays





Heatree Residential

Our year 6 children who attended Heatree Residential had an amazing time! Here are a few photos from their time there.





Lates

Pupils' attendance is monitored by the academy registers which are taken at the start of the morning session and the start of the afternoon session, every day:

- The school opens at 8.30am and pupils should arrive at 8.30am. Registers open at 8.30am.
- Registers 'close' at 8.45 and children should arrive by then. Please note school gates close at 8.45.
- Any pupil arriving after 8.45 will be marked as LATE and will need to enter through the main reception where the reason for their lateness will be recorded.
- Any pupil arriving after 9.00 will be marked as U and will be marked as an 'unauthorised absence'.

5 minutes late per
day = 3 days of
school missed

10 minutes late
per day = 6.5 days
of school missed

15 minutes late
per day = 10 days
of school missed

20 minutes late
per day = 13 days
of school missed

30 minutes late
per day = 19 days
of school missed





Lates

Arriving later at the academy has a negative impact on your child's smooth start to the day and means they have missed out on start of day routines and learning. This can have a significant impact on their learning across the whole day, in turn impacting their mental health and wellbeing. It also has a detrimental and unsettling impact on classes and the smooth running of the academy. Where these 'U' lates cumulate to 3 or more in a half term the academy will send a letter to the parents/carers of the pupil in question to discuss any support needs and ways of accessing support. ** 10 or more 'late after registers close' (U) codes could result in the academy making a referral to the Local Authority for legal action to be taken ** A child is late after registers close when they arrive 9.00am.

5 minutes late per day = 3 days of school missed

10 minutes late per day = 6.5 days of school missed

15 minutes late per day = 10 days of school missed

20 minutes late per day = 13 days of school missed

30 minutes late per day = 19 days of school missed





Reminders & Expectations

We just wanted to share a few reminders with you regarding our school expectations:

- 1) We are a healthy eating school. Can you please provide your child each day with a healthy snack such as fruit, vegetables, healthy breakfast bar or similar. Years EYFS, 1 & 2 are entitled to a free fruit snack, and this will be provided for them. Crisps, chocolate and similar food groups will not be allowed during break times, children will be asked to put these away if they do bring them in.
- 2) Energy drinks, brightly coloured drinks which are full of artificial colourings and flavouring and/or sugary drinks are not allowed to be brought into school - these will be confiscated and handed back to parents at the end of the school day.

Cont'd...





3) Uniform reminder: Black or grey trousers / skirts / pinafore dresses with a white polo shirt and a school emblomed jumper (these can be bought from school second hand at a cost of £3). Black shoes, no trainers.

4) Make-up is not to be worn in school and should your child arrive wearing make-up they will be asked to remove this with either wipes or water.

5) Nail varnish is not to be worn and children will be asked to remove this in school with nail varnish remover provided.

6) Jewellery - Children are only allowed to wear one stud in each ear. Necklaces, rings and bracelets are not allowed (unless provided as a sensory / medical need) these items will be confiscated and returned to parents at the end of the day.

Thank you for your support.





Easter Bonnets

Excitingly EYFS, Year 1 and Year 2 will be hosting an Easter bonnet parade on Tuesday 28th March at 2:00pm We are inviting parents in to watch the parade and listen to the children's fantastic Easter songs.

For homework, for the next couple of weeks please could the children decorate an Easter bonnet to wear during the parade. These will need to be in by Friday 24th March.



Ordering School Lunches



A reminder to those of you who order school lunches.

Please ensure that your child's lunches are ordered and paid for via the My Child at School app. They must be ordered at least 24 hours in advance.

Lunches should not be ordered in school.



Easter Service

We would like to invite parents/carers of Key Stage 2 children to our Easter Service.

The service will be held on Thursday 23rd March at 2pm in our school hall.

This will be a time to come together and hear some wonderful reflections, prayers and singing from the children to celebrate this special time of year.



Headlice

We remain ever vigilant in our attempt to eradicate headlice. Unfortunately, headlice continue to be a problem. We appreciate that it can be extremely frustrating to treat your child only to discover that the lice return yet again.

It is important that once you have treated the hair it is checked again regularly for at least two weeks in case the treatment hasn't been successful.

For more information, please visit the NHS website, which can be found by clicking the following link: [NHS](#)





Forest School

Sadly, Mr Rogers, our Forest School Lead, will be leaving us at the end of this month. We wish him well as he moves on to new adventures.

Forest school sessions will be postponed until further notice.





Good Luck to Miss Leaman and Miss Clayton

Good luck to Miss Leaman and Miss Clayton as they start their maternity leave at the end of this month.

We wish them both well and know that this time will be filled with joy and precious memories.





Thank you from Mrs Corline!

At the end of the spring term, I will be returning to my post as Assistant Head (SENDCo & Inclusion Lead) as Mrs Helm joins us as Head Teacher after the Easter break.

Sincere thanks to the Ellacombe community for the support and kindness I have been shown whilst covering.

It has been a most enjoyable two terms and I look forward to supporting Mrs Helm in her post.



ELLACOMBE
CHURCH OF ENGLAND ACADEMY



A Prayer of Hope



Dear God,
When I stand at the beginning
of a new day,
bless me with *vision* to see
the best of things to come...
Wisdom to make good decisions...
and most of all, *faith*
that you are walking with me
every step of the way.
Amen.

A Prayer of Hope

The value we have been delving further
into this half term is 'hope'.

We know that we have members of our
community who have suffered
bereavement recently. We send this
prayer out for all but specifically those
who are experiencing the loss of a loved
one.

You are in our thoughts and prayers.