

## Punctuality



Missing just **15 minutes of school a day** is the same as missing two weeks over the year.

Not only is it important to come to school every day but it is equally important to make sure children are on time.

**OFSTED** acknowledged that school has worked hard to improve attendance.

However, they stated, "*Levels of absence are above average and limit the progress that pupils can make.*"

*We need **YOUR** Support to improve this!*

**Ofsted**  
raising standards  
improving lives

## Opening Times:

Being late to school means that your child is missing learning time and most probably their early morning activity. The early morning activity gets them ready to learn for the rest of the day.

Nursery Morning Session: 08:30am – 11:30am  
Nursery Afternoon Session: 12:15pm

KS1: 08:50am – 3:00pm

KS2: 08:50am – 3:05pm

Breakfast Club opens at 8:00am (a charge will be incurred)

## Absences from School

At Oyster Park Primary School we understand that sometimes it is necessary for children to be absent from school. However, if you require time off school for your children you should always contact school first. Please remember that if you incur 5 days (10 sessions) of unauthorised absence you may be fined by the local authority.

## Sickness

If your children are too ill to come to school, you must telephone or come into school to see us as soon as possible, preferably before 9:00am. Our telephone number is 01977 515994. Children can often cope in school with colds, headaches and minor tummy aches so please send them in. Minor illnesses do not justify time off school. If in doubt, it is better to send your child into school and if we feel they are too unwell, we will call you and send your child home.

## Medical/Dental Appointments

All medical and dental appointments should be made after school or in the school holidays. Only emergency appointments are allowed during school time. If you are experiencing difficulty with arranging appointments out of school time please discuss this with school.

## Compassionate Leave

Sometimes, families experience difficulties such as the death of a close family member. In which case, it is possible to ask the Headteacher for compassionate leave. Please contact the Headteacher to discuss this.

## Holidays in Term Time

Since 1<sup>st</sup> September 2013, schools have not and will not authorise requests for holidays during term time, in line with Academy procedures, unless there are exceptional circumstances. The new law gives no entitlement to parents to take their child on holiday when school is in session. Parents who take their children out of school for a holiday can incur a £60 fine per parent per child from the local authority, if paid within 21 days.

Research shows that breaks of 1 week or more from school often leads to pupils falling behind in their work and that some of these children never catch up. Holidays during term time are NOT a right or entitlement and parents should not regard a holiday during term time as the norm.

**SAFE ● RESPECT ● LEARN**

## Weather



Children are required to come to school every day. Rain, wind and snow are not reasons to keep your children off school.

We do occasionally experience extreme weather conditions, if you are ever experiencing difficulty in getting your child to and from school due to bad weather please contact school for advice.

Do not presume that school will be closed, contact us first. School inform parents via our website and Facebook page, if it is closed. If unsure please contact school by phone.

