



West Park Academy Family Support Newsletter



Absence and Requests for Absence

All children need to attend school every day to benefit from their education. It is central to raising standards and ensures all pupils fulfil their potential.

Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in school.

Our school minimum target for attendance is 90% and our registers are regularly checked for those that fall below expected attendance (85%). Should your child fall below this figure regrettably they are considered to be Persistent Absentees. When checking the registers, it is also noted if a pupil has no recorded reason for absence. It is therefore vital that if your child is ill, that we receive a telephone call early each morning that they will not be attending.

Medical Reason: You are also required to provide copies of any recorded medical absences, we would be grateful if dentist, doctor or hospital cards/letters/texts are provided to school for recording. Regrettably without this information, we are unable to record a medical absence. It will be recorded as an unauthorised absence.



Holiday Reason: As you will be aware Government regulations removed the right for a child to be absent from school for holidays. We would like to remind parents of this but also that they should submit a Request for Absence Form if children have a planned absence so that school are aware of the location of pupils.



School Packed Lunches

Due to some children having nut allergies we ask you be mindful of the foods you are sending in your child's packed lunch. I know you will understand the importance of this and support us to ensure all our children are safe.

See attached link for healthier lunchboxes guide – no crisps chocolate bars etc [Lunchbox ideas and recipes – Healthier Families - NHS \(www.nhs.uk\)](http://www.nhs.uk)

Free School Meals/ Pupil Premium

Are you eligible for Free School Meals?... Have your circumstances changed?

If you would like to check your eligibility, please do not hesitate to contact the School Office.

Both school and your child will benefit. School receives extra funding, so it is really important to us all.

False Nails

Children are not allowed to wear false nails for school.

West Park Academy - School Uniform

Grey or black trousers, pinafore or skirt

Yellow or purple polo shirt

Green sweatshirt or cardigan

In summer, grey shorts may be worn, or a green, yellow or purple gingham dress

P.E. Kit is:

Yellow/purple or white t-shirt

Black/green shorts

Plimsolls

Trainers

Jogging bottoms/track suit for outdoor use and for the cold weather

Foot wear for school must be black.

Please ensure all items are clearly labelled with your child's name.

Jewellery

A polite reminder that children cannot wear earrings for P.E in school and when attending active after school clubs. We only allow stud earrings to be worn in school on non PE days.

Children are not permitted to wear any other items of jewellery, however an appropriate watch is permitted as stated above.



Parent/Carer drop in.

West Park families, Mrs Conroy would like to invite you to our new families drop in at the Family Support Hub.

Monday mornings 9am-10am, have a drink, snacks and chat.



Support for families.

Due to the cost of living and things increasing, we are aware many families are struggling during these times. At West Park we are here to help, and try to support anyway we can.

Mrs Conroy is aware of schemes which maybe able to offer support for the family. If you would like further information please get in touch.

School Day

School starts at 8.45am and doors close at 8.55am, punctuality is formally recorded and we politely remind you that being prompt for school is important for your child. Home time bell sounds at 3:30pm.

If you would like any further information regarding the above please contact: Mrs L Conroy on l.conroy@westparkacademy.org.uk or the school office on 01325 380792.