



Welcome Back

A very warm welcome back to the new school year to all our families and particularly to the families that have joined Saxon this week. I hope everyone has enjoyed their summer break. It was lovely to see the children back in school and to hear all of their news.

Hopefully everyone has had the chance to read the arrangements letter that was sent before the holidays and again earlier this week. This details the structure of the day for the children and the measures relating to infection control that are in place. This will be constantly reviewed and amended in light of any changes to Government guidance or in the event of a number of cases of Covid-19 in the school; we are able to tighten these measures immediately should we need to.

I would like to take this opportunity to remind everyone of the key Covid-19 procedures we are following in relation to testing and isolation:

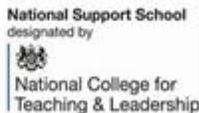
- Any child who displays one or more of the three main symptoms of coronavirus must have a PCR test. These remain as: **a temperature, a new or continuous cough and/or a change/loss of taste or smell.** The test must be booked immediately and the child must isolate until the result comes back. If a child displays symptoms in school, they will be sent home and a test must be arranged as soon as possible
- The above is also applicable to staff
- Should a child or member of staff test positive for Covid-19, that person must isolate for 10 days. Children who are deemed as a close contact are no longer required to isolate, however, they will be advised to take a PCR test. Staff members do not need to isolate if they have been fully vaccinated but will also be asked to take a PCR test
- Lateral Flow Tests are for asymptomatic testing and staff continue to test 2x a week. These tests should not be used for anyone with symptoms, including children, and they are not recommended for use at all by any child under the age of 12

The change of rules relating to self-isolation will take a bit of getting used to for all of us but by supporting us when you are asked to take your child for a PCR test, we can all play our part in keeping the children in school, and I thank you in advance for your support with this.

For now, the staff are excited to get back into the swing of things and focus on teaching and learning, and ensure the children make the most of every opportunity throughout the day.

Staff News

This week we welcomed several new members of staff to the team. Miss Jade Adams – Class Teacher (5A); Mr Gary Fifield – School Business Manager; Mrs Amy White & Mrs Nikki Stewart – Teaching Assistants in 1MV; Miss Georgia Morrison – Teaching Assistant & Mrs Emily Welch – SCITT student in 2DV. A very warm welcome to them all.



Front Entrance

The work to our new entrance to the school is almost complete with just a few things to finish, including adding our logo to the main door and a protective screen to the desk. We think they look very smart as well as improving the security of this area. Adults visiting the school office can press the doorbell on the right-hand side to gain attention. The postbox is now on the left-hand side for anyone who just needs to drop off any paperwork. Until the screen is installed, anyone entering the foyer will need to wear a face covering whilst speaking to the office staff please.

Dates 2021-2022

Attached to the newsletter are the dates for the academic year. We are planning all of our usual events including those which invite family members into school. Please be aware, these are subject to change depending on the situation regarding Covid-19 and our judgement of the risk to the children and staff.

For Parent-Teacher Consultations, we hope to hold these throughout the week beginning 4th October. As this is the residential week for Year 6, these meetings will be held on a different day. All of these arrangements are still being finalised and will be shared with you soon.

Please note, school will be closed on Friday 22nd October. This is a day in lieu of the second bank holiday for the Queen's Jubilee which falls in May half term. This means the end of Autumn I will be Thursday 21st October at 3:15/3:20.

Are you looking for a Reception 2022 school place?

We are holding our usual Open Sessions for families to come and visit our school and hear about all we have to offer ahead of Reception 2022 school applications.

If you, or someone you know, has a child due to start school in September 2022 and would like to attend, bookings can be made via the Eventbrite links below for each date. Please share with family and friends. Family members can also contact the school office on 01932 563035 for more information.

Thursday 23rd September @ 9:30am

<https://www.eventbrite.co.uk/e/saxon-open-day-tickets-161811415299?aff=ebdssbdestsearch>

Thursday 30th September @ 9:30am

<https://www.eventbrite.co.uk/e/saxon-open-day-tickets-163973706771>

Thursday 14th October @ 2pm

<https://www.eventbrite.co.uk/e/saxon-open-day-tickets-163973889317>

Tuesday 16th November @ 2pm

<https://www.eventbrite.co.uk/e/saxon-open-day-tickets-163973977581>

Friday 7th January @ 9:30am

<https://www.eventbrite.co.uk/e/saxon-open-day-tickets-163974037761>

We look forward to welcoming you to our Open Days.

We are also inviting children from local nurseries to attend a Stay & Play Session on a Saturday morning in the next couple of weeks. If your child doesn't attend a nursery but you would still like to attend, you are more than welcome and booking can be made via Eventbrite or by calling the office.

<https://www.eventbrite.co.uk/d/united-states/saxon-primary-school/?bbox=->

Curriculum Information Meetings

The first dates for your diary are the week commencing 13th September when teachers will be holding Curriculum Information Meetings. These meetings will give you an overview of the year ahead and teachers will share information specific to their year group e.g. Forest School, trips etc. **One** family member is invited to attend and we politely request that you wear a face covering whilst in the school building; please do not bring your child/children with you. Paper copies of the information shared will also be sent via email for those family members not able or who would prefer not to attend.

General Information

A reminder of lots of key information is attached to the newsletter.

Attendance & Exceptional Leave

The start of a new school year is always a good time to remind parents of our policy and expectations of children's attendance in school. Saxon believes that even one day away from school can have detrimental effects on a child's learning and therefore absence will not be authorised unless it is for exceptional circumstances. The Education (Pupil Registration)(England)(Amendment) Regulations 2013, which became law on 1st September 2013 states that Headteachers may not grant any leave of absence during term time unless there are "exceptional circumstances". The Headteacher is also required to determine the number of school days a child can be away from school if such leave is granted.

In accordance with the above Regulations, requests for leave of absence are treated sympathetically, but only in exceptional circumstances can they be approved. The issuing of a penalty notice for unauthorised leave of absence may be considered appropriate in the following circumstances:

- Unauthorised leave of absence in term time (5 days/10 sessions or more within a three-month period – this need not be consecutive) without the authorisation of the school. Penalty Notices will be issued by the Local Authority.
- Unauthorised absences or late arrival after the close of registration, on 7 occasions in any six-week period (not including school closures). The liable parent/carer will receive a written warning from the Education Welfare Service of the possibility of a Penalty Notice being issued and given a maximum of 15 school days to effect an improvement. During this period the pupil is not expected to incur any further unauthorised absence.
- Pupils, identified by Police and Education Welfare Officers engaged on Truancy Patrols, who have incurred unauthorised absence. The liable parent/carer will receive a written warning from the Education Welfare Service of the possibility of a Penalty Notice being issued and given a maximum of 15 school days to effect an improvement. During this period the pupil is not expected to incur any further unauthorised absence.

The amount payable on issue of a Penalty Notice is:

- £60 if paid within 21 days of receipt of the notice
- This rises to £120 if paid after 21 days but within 28 days of receipt of the notice.
- If the penalty is not paid in full by the end of the 28-day period the Local Authority must prosecute the recipient for failing to ensure regular school attendance under section 444 Education Act 1996.

The policy of Surrey County Council, to which this school has agreed, states each parent will be liable to receive a penalty notice for each child who incurs unauthorised absences. For example, if there are two parents and one child, each parent will receive one Penalty Notice. If there are two parents and two children incurring unauthorised absences, each parent will receive two Penalty Notices, which in this case would amount to £120 each if paid within 21 days.

Parents will receive a letter attached to their exceptional leave form explaining that, should they go ahead with an absence that has been unauthorised, they will be liable for a Fixed Penalty Notice.

End of the Day Gate Times

The front and back gates will be open from 3:10pm ready for KS1 collection at 3:15pm. Please can the adults collecting children at 3:20pm wait outside the gates to allow the majority of KS1 families to clear the playgrounds first? The pedestrian gate at the front of school will remain open, however, the back gate and the car park gates will close at 3:35pm.

Reading Books & Home Learning

Reading packs for children to be able to practise their reading at home will continue in the same cycle of going home on a Monday and being returned the following Thursday. Please take care to keep all of the books in the pack together and ensure to return the full pack on the right day. Without books being returned, our stocks will diminish and we will not be able to provide the children with appropriate reading material. The first pack of books will be sent home on Monday 13th September and will be due in on Thursday 23rd September.

The first home learning of the year will be for children to complete their One Page Profile and this will be sent home on Monday. A letter from Miss Doherty will be sent via email on Monday with all the information you need. From the 13th, home learning will continue to be set via Google Classroom for Years 1-6. Once Reception children are in school and settled, their home learning will be uploaded to Tapestry. Reception children have already completed an 'All About Me' sheet that was in their induction packs. All the information you need about how to access either of these online platforms will be shared in the Curriculum Information Meetings and emailed home on the 13th.

Bikes & Scooters

Children are able to ride or scoot to school if they wish and use our bike racks to store their bike/scooter during the school day. Children will be asked to walk their bike or scooter through the playgrounds to the bike racks and then will take themselves to class. Please can you support this message and remind your children to walk? The playground is much busier at the end of the day now and we want to avoid any accidents.

Request for Resources

We are running an intervention for some of our pupils called 'Attention Bucket'. We need some more resources so if anyone has any old toys at home which are no longer needed and you would like to donate them, we would be really grateful. Below are some pictures of examples of toys which would be suitable for this intervention - anything which lights up, makes a noise or looks exciting! Please drop anything you may have to the office for the attention of Miss Doherty or with a member of staff on the gate. Thank you in advance.



Administrative staff vacancy at Darley Dene Primary

Darley Dene Primary School is currently recruiting for a School Office Manager. They are looking to appoint an outstanding proven administrator who is committed to providing exemplary service to internal and external stakeholders and has high expectations of themselves and others. Darley Dene is a small, friendly one form entry school with a diverse catchment and a wonderful team spirit. The right candidate will be joining a dynamic, professional team of enthusiastic staff who will work alongside you in a supportive and constructive way. The deadline to apply is Thursday 16th September at 9am. For full details about the role and how to apply please visit eteach using the following link: <https://www.eteach.com/job/school-office-manager-1171796>

Administrative staff vacancy at Echelford Primary School

Echelford Primary School is looking for a professional, motivated individual to join the administration team in our busy school office. This is an exciting opportunity for anyone wishing to be part of a dedicated team where you can make a real difference to our children. Please apply through Eteach using the following link:

<https://www.eteach.com/job/school-office-assistant-1171895>

Attachments

Apologies for the number of attachments with this week's newsletter but they all contain important information:

- Dates
- General Information
- Open Day Information

Wishing you all a lovely weekend,

Miss Morris
Headteacher