



# Headteacher Update



## 2024 - 2025

### Tuesday 27<sup>th</sup> August – General Information

As we prepare to welcome the pupils back to school on Monday 2<sup>nd</sup> September, I thought it would be helpful to send out some general information for the school year and first couple of weeks.

#### Dates

The term dates can be found on the school website: [Term Dates | Old Basford School](#)

	<b>Start Date</b>	<b>End Date</b>	<b>INSET Days</b>
<b>Autumn 1</b>	Monday - 2.9.24	Thursday - 17.10.24	Thursday - 29.8.24 Friday - 30.8.24 Friday - 18.10.24
<b>Autumn 2</b>	Monday - 4.11.24	Friday - 20.12.24	
<b>Spring 1</b>	Monday - 6.1.25	Friday - 14.2.25	
<b>Spring 2</b>	Monday - 24.2.25	Friday - 4.4.25	
<b>Summer 1</b>	Tuesday - 22.4.25	Friday - 23.5.25	
<b>Summer 2</b>	Monday - 2.6.25	Thursday - 24.7.25	Wednesday - 18.6.25 Friday - 25.7.25

#### New School Uniform

We try and make sure our school uniform is accessible and affordable for all families and we do ask that your child is dressed in the correct school uniform each day. All uniform **MUST** be named, we cannot be responsible for lost items that are not named.

If you wish to purchase any uniform for the start of the school year, the office will be open on Thursday 29<sup>th</sup> August and Friday 30<sup>th</sup> August from 1:30pm – 3:30pm. Information about school uniform can be found on the school website: [School Uniform Information | Old Basford School](#) and there is a handy reminder at the end of this letter.

**Please remember the change to PE uniform sent out 1<sup>st</sup> July, stating it is a black jumper/hoodie instead of a school jumper/cardigan on PE days. There are no other changes.**

If there are any children not in correct school uniform pupils and parents will be reminded of the expectations

**Your child each day will need to bring a named water bottle and small bag for their reading book and diary.**

#### PE days in September

	<b>Indoor PE</b>	<b>Outdoor PE</b>
F2 (class 1 & 2)	Monday	
YEAR 1 (class 3 & 4)	Wednesday	Friday
YEAR 2 (class 5 & 6)	Thursday	Tuesday
YEAR 3 (class 7 & 8)	Monday	Thursday
YEAR 4 (class 9 & 10)	Friday	Tuesday
YEAR 5 (class 11 & 12)	Monday	Friday
YEAR 6 (class 13 & 14)	Thursday	Wednesday

## OPAL

As we head into our second year of being an OPAL school, we are very excited about opening up more of the school grounds, as well as having new 'loose parts' to get creative with. If your child would like to access these 'muddier' spaces, **they will need some wellies in school**. We have designated year group storage sheds for these wellies, as well as some 'spare wellies' in the welly library. Please make sure your child's wellies are named to be kept in school. If you have any out grown adult or child wellies, we would appreciate them being donated to school as spares.

As a reminder, we do also play outside in all weather so please make sure your child is appropriately dressed for the weather each day. This will include a fully waterproof coat and as we move into the colder months, they might benefit from a hat, scarf, gloves (all named). You know your child best and whether they would also benefit from waterproof trousers or a puddle suit to keep them dry and less muddy.

**'Clothes can always be washed but memories last a life time'.**

On **Thursday 26<sup>th</sup> September, Bobby Beaumont our OPAL mentor will be hosting a 'Parents OPAL afternoon'**, this will be another opportunity for you to come and play with your child but also speak with Bobby and ask him any questions you have about OPAL. Further information about the afternoon will follow.

### Meet the Teacher meetings

Each year, we like to offer the opportunity for Year 1 – Year 6 parents to 'meet the teacher', this is through a 20-minute meeting where you can hear about the year ahead and ask any general questions. Please try and attend but any parents who are not able to will find the information on the year group website page after the event.

<b>Year Group</b>	<b>Date</b>	<b>Time</b>
Year 1 – Class 3 & 4 Miss Marrow & Mrs Baguley	Tuesday 3 <sup>rd</sup> September	2:45pm
Year 2 – Class 5 & 6 Mrs Richards & Mrs Smythe	Tuesday 3 <sup>rd</sup> September	3:40pm (straight after school)
Year 3 – Class 7 & 8 Mrs Kelly & Mrs Whitehead	Thursday 5 <sup>th</sup> September	2:45pm
Year 4 – Class 9 & 10 Miss Booth, Mrs Tindsley & Mrs Wright	Wednesday 4 <sup>th</sup> September	2:45pm
Year 5 – Class 11 & 12 Miss Tarlowski & Mr Ross	Thursday 5 <sup>th</sup> September	3:40pm (straight after school)
Year 6 – Class 13 & 14 Miss McCulloch & Mrs Jones	Friday 6 <sup>th</sup> September	2:45pm

### Monday 2<sup>nd</sup> and Tuesday 3<sup>rd</sup> September – Start of the day

As we start a new year, there will be some pupils (and parents) who are apprehensive about being in a new class, being with a new teacher or just coming back to school after being at home for the summer, so to help with this I will be opening the gates at 8:30 for Year 1 – Year 6 pupils and parents to gather on the playgrounds (On Monday and Tuesday only). Staff will then come outside, so you can meet them, update them on anything over the summer and help your child feel welcomed back. At 8:48 the whistle will blow and we will ask ALL parents to leave the school site. If parents are not with their child or do not feel as though their child needs them, pupils will still come to the playground with their peers.

From Wednesday 4<sup>th</sup> September, we will return to the gates opening at 8:40 and pupils taking themselves into class after parents say goodbye at the top of the gates. As in previous years, there will be members of staff available each morning on the gate to pass messages to, as class teachers are not available after 8:40 due to being in class.

## Attendance

- The school gates open at **8.40** and **all pupils need to be in lessons by 8.50 at the latest**. If they arrive after this time, they are late and need to sign in at the office and will receive a late mark in the register.
- If you know your child is going to be off school, please contact the school office before 9am each day they are off stating the reason for absence.
- If you know your child will be having a planned absence, please complete the paperwork as soon as possible.
- **School finishes at 3:20**, meaning all pupils should be collected on time. Persistent late collections could result in an After School Club charge.

On 19<sup>th</sup> August, the Department for Education published a document called 'Working Together to Improve School Attendance' [Working together to improve school attendance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/121212/Working_together_to_improve_school_attendance.pdf), this is for all schools to follow meaning there are some changes to planned absences at our school. Miss Priddle and Mrs Spilsbury shared the information below before the summer break and we will continue to update and remind you of the new guidelines.

**IMPORTANT—Changes to Penalty Notices**

Penalty Notice Fines for School Attendance are Changing

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines Issued after 19th August 2024

<b>Per Parent, Per Child</b> Penalty Notice Fines will now be issued to each parent, for each child that was absent. <b>For Example:</b> 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.	<b>Third Offence and Any Further Offences (within 3 years)</b> The third time an offence is committed for Term Time Leave or Irregular Attendance, a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates Court. Magistrates fines can be up to £2500 per parent, per child.  Cases found guilty in Magistrates court can show on the parents future DBS certificate, due to failure to safeguard a child's education.	<b>Local Authority DO NOT accept the following as exceptional circumstances:</b> <ul style="list-style-type: none"><li>• My work does not allow me to take holidays during the school holiday period, even if they provide a letter.</li><li>• My child needs a holiday at quieter times due to needs.</li><li>• Our holiday has been gifted and paid for and did not have a choice of dates.</li><li>• My child has good or 100% attendance.</li><li>• I will report my child being poorly—schools are expected to carry out home visits, if a holiday is suspected, school will report to the local authority for a penalty notice fine.</li></ul>
<b>First Offence</b> The first time a Penalty Notice is issued for Term Time Leave or Irregular Attendance the amount will be: <b>£160 per parent, per child paid within 28 days.</b> Reduced to <b>£80 per parent per child</b> if paid within 21 days.	<b>5 Consecutive days of Term Time Leave</b> Penalty Notice Fines will be issued for Term Time Leave of 5 or more consecutive days.	
<b>Second Offence (within 3 years)</b> The second time a Penalty Notice is issued for Term Time Leave or Irregular Attendance the amount will be: <b>£160 per parent, per child paid within 28 days.</b>	<b>10 sessions of unauthorised absence in a 10 week period.</b>  Penalty Notice Fines will be considered when there has been 10 sessions of unauthorised absence in a 10 week period.	

## Arbor

Arbor is the school's only app that we ask all parents to download and use. This app is used to communicate with parents; this might be whole school or individual messages, sending home positive PROUD points and informing about behaviour incidents. You can also use the app to check your child's attendance and update personal information. Please can I remind all parents to check the Arbor app on a daily basis. If you have any questions, please speak to a member of the office team who can help or refer to the school website - [Arbor Parent Portal and App | Old Basford School](#)

## Money into school

Ahead of the school year starting, please can we ask that your child's Arbor account is in credit if you know your child will be having paid school meals or attending Breakfast Club or After School Club. All money should be paid in advance, so that the account is always in credit. If there are any problems, please contact the school office who will help.

### **Financial home circumstances**

If your financial circumstances have changed at home, please think about whether your child would be eligible for Free School Meals and a Pupil Premium status. Your child may be able to get free school meals if you get any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

More information can be found on the school website: [School Lunches | Old Basford School](#)

### **Bikes and Scooters**

We do allow pupils to bring bikes and scooters to school but we do ask that they are not ridden on the school site, this is for the safety of all parents, pupils and staff. Bikes and scooters are left at your own risk during the school day and you are of course welcome to use a lock (provided from home) to keep them secure. Before and after the school day, parents are responsible for their child on their bikes/scooters, although any unsafe or misuse of bikes and scooters could lead to individual pupils being asked not to bring them to school.

### **Enjoy the last few days of the holidays...**

I hope this has given you the information you need ahead of the new school year starting. I will always try to make sure you have dates, information and updates in a timely manner to try and stop any 'last minute surprises' although, as you can imagine in a large school this does sometimes happen.

As staff, we are here to support your child and your family; if there are any changes to family dynamics over the summer, please speak to one of us so we can try and help.

See you on Monday 2<sup>nd</sup> September.

## Old Basford School Uniform

2024 – 2025

### School Uniform

- Black or grey pinafore dress or skirt, with plain black or grey tights.
- Plain black or grey school trousers.
- A plain white blouse, shirt or polo shirt
- Plain black or grey school shorts of a suitable length.
- School summer dress, blue and white check. (White leggings may be worn to accompany this)
- Royal blue sweatshirt or cardigan with the school logo only
- Well fitted, flat black shoes or plain black unbranded trainers with black laces
- Suitable black boots may be worn in winter.
- During the summer, a suitable black or white canvas shoe or strong strapped sandal may be worn.
- One small pair of stud earring and any religious items are accepted – **removed for PE days**
- Small hair accessories in school colours royal blue, black or white.
- Religious headwear in school colours royal blue, black or white.
- Wellies for OPAL play



### PE Uniform (to be worn on designated PE days)

- Plain white t-shirt,
- Plain Black shorts (no sports logos)
- Plain black/white trainers
- Plain black joggers/leggings
- Plain black jumper/hoodie (no sports logos)



### No thank you to:

- Hoop or dangly earrings
- UGG style boots
- Open toed sandals, flip flops, crocs or any other type of current fashionable footwear)
- Heeled shoes/boots
- Large hair accessories (bigger than a fist)
- Fashion trends such as make up, nail varnish, colour hair extensions, hair dye, tattoo transfers, fashion haircuts (this list is inclusive but not exhaustive)
- Coloured trainers
- Large branded/logo clothing