Dear Parents,

Welcome to the first of this year’s monthly newsletters! Their purpose is to provide you with an informative overview of the latest school news and events. If there is anything you wish to know more about, just ask a member of staff who will be only too happy to help.

School Attendance

<table>
<thead>
<tr>
<th>Grade</th>
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<tr>
<td>F1</td>
<td>98.5%</td>
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<tr>
<td>F2</td>
<td>77.8%</td>
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<td>F3</td>
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<td>F4</td>
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<td>L1</td>
<td>97.4%</td>
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<td>L3</td>
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<td>M4</td>
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<td>H1</td>
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<td>H2</td>
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<tr>
<td>H3</td>
<td>93.0%</td>
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<tr>
<td>H4</td>
<td>98.7%</td>
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</tbody>
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**Whole School: 96.1%** – our target this year is **97%**.

This is a good start. I’m especially pleased to report that 346 children have 100% attendance so far! This is 48 higher than this time last year. As you will know good attendance and punctuality at school is essential to ensure your child makes good progress in their learning, so please support us in reaching this target by ensuring your child comes to school on time and every day unless they are ill.

We are continuing with the incentives used last year to encourage good attendance:

- **End of term class raffles for children with 100% attendance. The more weeks a child has full attendance, the more chances they have of winning!**
- **End of term whole school raffle for any child with 100% attendance during the term.**
- **A Christmas selection box for any child who meets or exceeds our 97% target.**
- **Weekly class vouchers for the class with the best attendance, and for any class who meet or exceed our 97% target.**

Which class will earn the most money? What will they spend it on? The choice will be the children’s but the whole class has to work as a team to meet the target and earn the cash!

**Holidays in Term Time**

Holiday requests are always considered on a case by case basis, and the decision whether to approve or not is based on a number of factors including the circumstances for the request, the child’s attendance, time of year, whether previous requests have been received etc.
School Website
Our website has had a makeover! While the overall look is similar, we have made a few design changes and simplified where to find things. We’ve also added new features such as a choice of languages. Visit www.pottersgreen.coventry.sch.uk to find out more!

Emergency Contact Details
It is vital that we have up-to-date contact details for parents/carers. If your details have changed in any way, and you have not notified us, please do so as a matter of urgency. Thank you.

Topics for the term
Details of what your children are studying this term are available on our website. Please help your child with their work by finding items of interest related to these topics.

If there is anything related to your child’s work that you have any queries about then please approach their teacher. Staff in Reception, Y1 and Y2 are usually available before the start of the day for a short discussion. In Years 3-6, please speak to the senior member of staff on door duty, who will either pass on your message, or will get the teacher for you. It is usually much easier to speak directly to staff at the end of the day as they will be out on the playground. If your concern is likely to take some time, then it is best to telephone for an appointment so that a dedicated time can be set aside.

School Clubs – please speak to the office if you would like further details

A few quick reminders – thank you for your co-operation
• Thank you for the superb response to ensuring your child wears school uniform.
• Only healthy snacks are allowed at break time.
• To prevent accidents and injuries, children must not ride their scooters or bikes on the playground or side path.
• No dogs are allowed on site except for guide dogs.

Keeping children safe from harm
A reminder that in the interest of safeguarding children there may be occasions when the school has to consult other agencies without a parent’s prior knowledge. The school’s first concern is the child’s welfare and the school has a duty to act to protect the child at all times. We follow the procedures laid down by the Coventry Safeguarding Children Board and a copy of these procedures is available in the school.

Diary Dates Please keep a note of these forthcoming dates:

September
30th H2 Parent Assembly at 9.00am and 2.30pm

October
6th Journals workshop for Nursery parents at 9.00am and 6.00pm
7th Macmillan Coffee Morning
20th Years 1-6 Parents’ Evening
21st ‘Green’ Day – wear something green, for a £1.00 donation, to help raise money to clear the pond
School closes at the end of the day for the half term holiday
31st School closed for staff training

November
1st School re-opens after half term

Yours sincerely,

Paul Ryan
Head Teacher