



WEEKLY FOCUS

Thursday 9th January 2024

Dear Parents and Carers,

*But today, well lived, makes every yesterday a dream of happiness,
and every tomorrow a vision of hope.
Look well, therefore, to this day. (Ancient Sanskrit)*

It has been lovely to welcome children back to school this week and I hope that you all enjoyed some family time over the holidays.



Looking ahead, we have lots of fun things to look forward to this half term, including a Year 5 trip to the mosque, a music workshop in year 3, as well as lots of exciting new learning across the whole curriculum.

School clubs start next week and I know that the children very much enjoy these additional enrichment opportunities. Choir had a busy end of term last year, and I know Mr Dunsford is looking forward to preparing for Voice in a Million, which takes place later this term.

Our school value this half term is justice. We are hoping that some of the art work that we produced as part of our climate justice campaign last term may be chosen for display in the Houses of Parliament later in the year. Watch this space!

Kind regards, Mrs Wand

KEY DATES FOR FRIDAY 10TH—18TH JANUARY

Wednesday 15th **Deadline for primary school applications**, for children starting in reception or children starting year 3 in September 2025. Please apply online [here](#).

Year 3 Music Workshop, in school (all day). If you have not already done so, please make a payment for this workshop via Scopay.

Thursday 16th **Year 3 music workshop with a performance to parents/carers at 2:30pm**
Please note hot drinks cannot be brought into the hall and photography is not permitted.

Saturday 18th **PTA Good As New Uniform Sale, Horsell Junior School, 10:00—11:30**

MOBILE PHONES



Did your child receive a mobile phone for Christmas? If they have a phone which they may bring to school, please ensure you read our [mobile phone policy](#) and complete our Use of Mobile Phone agreements online [here](#).

2025—26 TERM DATES

The school term and holiday dates for 2025/26, which are set by Surrey County Council, can be found [here](#).



Inset days for 2025/26 are yet to be determined. We will published these on our website and in our newsletter once we have co-ordinated these with the Learning Partners Church Academy Trust. This is usually towards the end of the spring term.



Arbor

ABSENCE REPORTING

Please report same-day absences via the Arbor Parent Portal / App. A guide to logging absences on Arbor can be found [here](#).

For extended or future absences, please notify the office or submit a leave of [absence form](#) at least 2 weeks in advance where possible.

KEEP YOUR DATA UP-TO-DATE

We would kindly ask that you ensure your personal details are kept up to date with the school. You can check your and your child's details and update any changes directly on Arbor, including addresses, phone numbers, doctor surgeries, medical and dietary information. To check or update the details of other emergency contacts, please contact the school office.



SCHOOL LUNCHES

Please remember to book your lunches a week in advance. After this a packed lunch should be provided from home.

Although we understand that occasionally a lunch pack may be forgotten, we would ask that everyone makes a concerted effort to make sure children have a lunch booked or a packed lunch with them each day. Forgotten lunches put an additional strain on both the office and catering team during a very busy time of the day.

Where a child has no lunch booked or in school, parents will be called and asked to bring in a packed lunch. If this is not possible, children who have pre-booked their lunch will be served first. Children who have forgotten their lunches will wait until the end of their lunch service. This will help ensure children who have pre-booked their meals receive the meal they have ordered.

If we provide a lunch, you will be charged via Scopay for their lunch. This may be a hot or cold lunch, depending on what is available from the kitchen.

ATTENDANCE POLICY

The guidance to schools from the Department for Education and Surrey County Council on low attendance and unauthorised leave of absence changed on 19th August 2024.

Low Attendance:

Instances of low attendance are expected to be investigated, and supportive measures agreed to improve attendance. If this does not happen, and a child has 10 unauthorised absences (sessions, morning or afternoon) in a rolling 10-week period, the school will issue a 'Notice to Improve'. This then formalises the monitoring period, which will be 15 school days, whereby the child's attendance must improve to avoid being issued a Fixed Penalty Notice.

Unauthorised Leave of Absence:

If a child takes 10 sessions (5 days) of unauthorised leave of absence, a Fixed Penalty Notice will be issued. Leave of absence can only be applied for in exceptional circumstances. The Education Regulations 2013, which became law on 01 September 2013, state that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. Where parents/carers have been notified that the leave of absence request is unauthorised, there is no warning period ahead of the penalty notice.

Penalty Notices:

- The amount payable for the first penalty notices will increase to £80 per notice if paid within 21 days. If paid between 21 and 28 days, the amount payable has risen to £160 per notice.
- If a parent/carer incurs a penalty notice for the same child, the rolling three-year period will be activated from the date of the first penalty notice and the second penalty notice will be charged at the flat rate of £160, per notice. There will be no reduction for paying within 21 days.
- Where a parent/carer has incurred 2 penalty notices for the same child within that rolling three-year period, the parent/carer CANNOT receive a further penalty notice and Surrey County Council will consider a prosecution under s 444 Education Act 1996.

Each parent/carer will be liable to receive a penalty notice.

A full copy of our attendance policy can be found [here](#).



Woking Symphony Orchestra

FAMILY CONCERT

Flute: Hanhan Qu, Woking Young Musician 2024

Mezzo-soprano: Anita Reynell

Conductor: Roy Stratford



Saturday 25 January 2025, 3:30pm

Cobham Free School, Portsmouth Road KT11 1TF
All tickets: £7 - Under 2s free
from wokingso.org.uk & wso2011@hotmail.co.uk



Presented by WokingSO Productions Ltd • Woking Symphony Orchestra registered charity no. 295247

Woking Symphony Orchestra invite you to join them for their annual Family Concert. Mrs Wand will be playing as part of the orchestra at this relaxed performance with accessible and popular pieces including:

Bizet Carmen (excerpts)

Tchaikovsky Romeo and Juliet Overture

Beethoven Symphony No.5 (first movement)

Chaminade Concertino for flute and orchestra

Hanhan Qu, Woking Young Musician 2024, flute

Anita Reynell mezzo-soprano

Roy Stratford conductor

Tickets £7.00, Under 2s free

Venue Cobham Free School, Portsmouth Road, Cobham, KT11 1TF

To book tickets, please click [here](#).



WOKING FAMILY CENTRE

**4 sessions from
21st January - 11th February
2025
6.45pm - 8:00pm**

Online Parenting Puzzle

This tried and tested programme can help you deal with challenges supporting a calmer family life.

The course covers:

- Recognising feelings behind behaviours
- Different approaches to positive discipline
- Co-operation and self discipline
- The importance of looking after ourselves

For more information scan the QR code or call: 01483 310419



Woking Family Centre, The Bungalow, Sythwood, Woking Surrey, GU21 3AX



HORSELL PTA GOOD AS NEW UNIFORM SALE

At
Horsell Junior School

**Saturday 18th January 2025
10 - 11.30am**

Cash and card payments accepted

Please donate good condition, clean uniform to Horsell Junior School office – no grey or white items please

Volunteers needed!
Please contact your class rep.

