



Ysgol Gynradd Gymunedol Aberdaugleddau Milford Haven Community Primary School

Safle Meads/Meads Site: Priory Road, Milford Haven, SA73 2EE
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Safle Prioryville/ Prioryville Site: Prioryville, Milford Haven, SA73 2LQ
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Headteacher: Mr S Thomas

Dear parents and carers,

Please see the latest newsletter.

Attendance:

Our attendance as a whole school this term started off fantastically well. In our first week, attendance was 97%. Our second week, 94.6% and our third week 92.3%. Unfortunately, it has since dropped just below 90%

Our target whole school attendance for this year is 92.5%. The attendance team are tracking attendance closely and will be contacting families where the reason for absence from school is unknown or if attendance is beginning to fall below our target attendance percentage.

The Local Authority have issued guidance to schools on raising attendance and this includes the issuing of fixed penalty notices. **Please see information regarding this at the end of this newsletter.** Our focus as a school is working with our families as best as we can to support regular good attendance for each and every child. Of course, circumstances arise which affect attendance and we will listen and be reasonable in our approach to the different circumstances brought to us.

I can assure you, our position as a school is that fixed penalty notices will be used as a last resort where attendance is unauthorized regularly or attendance is significantly below our target attendance percentage and not improving without acceptable reasons. We would prefer not to use them at all, so it is crucial that I ask you to work closely with our attendance team when contacted. Thank you in advance for your cooperation.

Afterschool Clubs:

We are very excited to re-introduce a programme of after school clubs, which will begin again from after half term (**Monday 6th November onward**).

The programme can be found below for each site, there will a maximum of **20 places** allocated on a first come, first served basis for each club run by school and we will keep a reserve list, where pupils on it will be given first refusal the next time the club runs. **A slip will be given to your child to bring home, we kindly ask this is completed and returned to the main reception as soon as possible.**

Prioryville Programme:

Day / Time:	Club and Year group	Member of staff:
Monday – 3.30pm – 4.30pm	Reading Club – Year 3&4	Miss Z Jenkins and Rebecca Nash
	Dance Vibez – Year 3&4	Emily Lucas
Wednesday – 3.30pm – 4.30pm	IT club – Year 3&4	Mrs T Davies
	Gardening Club – Year 3&4	Mrs S Williams
	Little Troopers (Service Children Only) – Y3 - 6	Mrs C Bateman
Thursday 3.30pm – 4.30pm	Dance Vibez – Year 5&6	Emily Lucas
Friday – 12.15pm – 1.15pm	Football – Year 5&6	Mr S Thomas

	Rugby – Year 5&6 (Tackle)	Mr A Deacon
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Meads Programme:

Day / Time:	Club and Year group	Member of staff:
Monday – 3.15pm – 4.00pm	Reading Club – Year 2	Mrs J Shaw
	Circuits – Year 1	Mrs R Thomas
Tuesday – 3.15pm – 4.00pm	Dance Vibez – Year 1 & 2	Emily Lucas
	Little Troopers (Service Children Only) – Reception – Year 2	Mrs C Bateman
Wednesday – 3.15pm – 4.00pm	Arts and Crafts – Year 1	Miss S Thomas and Mrs J Rawlings
Thursday - 3.15pm – 4.00pm	Football – Year 2	Mr D Rawlings

Parent/Carer Workshops:

We will be holding workshops for parents/carers to attend, as we would like to share information about the changes we have made and how your children will learn at Milford Haven Community Primary school moving forward, as well as give you an opportunity to meet the different teams of staff who work in leadership, safeguarding, attendance and teaching.

The session will run with stations set up in our school halls and you will be free to wonder to the stations that you are most interested in across the course of the afternoon/evening. You could attend a couple or all. Our stations will focus on:

1. Our vision for the curriculum, teaching and how we are changing.
2. How we now teach reading across our school.
3. Behaviour and Wellbeing – our approach, strategies and what to expect from us.
4. How our children learn in the Meads through Foundation Phase principles and areas of learning.
5. Our new Topic, Sgiliau and IDL approach to learning about our themes and Big Questions.
6. Safeguarding and Attendance – Our responsibilities, understanding the system and what to expect from us.

The exact same sessions will run on each date and time given and will be same on Prioryville and the Meads, so you only have to select one of the four sessions offered. These will be:

Prioryville Site – Tuesday November 21st 2023 to start at 2pm and again at 5pm.

Meads Site – Thursday 23rd November 2023 to start at 2pm and again at 5pm.

We hope you can attend, there will be teas, coffee and refreshments available.

Fruit Tuck Shop:

We have also introduced a fruit tuck on both sites, this provides an option for the children to have apples, banana or oranges at a cost of 20p per day. Pupils on the Meads site can bring money to their class teachers (clearly labelled with their name) and on Prioryville, pupils will be encouraged to go and purchase their fruit at the tuck shop keeping any money in their school bag safely.

Parents Evening

We will be holding our Autumn term Parents evening sessions between Monday 16th and Wednesday 18th October. Your child's class teacher will have shared the available dates and times they have via Class Dojo for you to be able to book an appointment. If you haven't received this, please contact the main office to book an appointment.

Communication:

Our new Parent Mail App – We can currently see that 70% of our parents/carers have signed up and registered for the app. Thank you, that's a great start! We would love to get this to 100% to make sure we know messages are getting to you. Please contact reception if you need support signing up.

Best Wishes,
Mr S Thomas, Headteacher

Confirmed dates:

Date:	Event:
Monday 16 th – Wednesday 18 th October 2023	Parents Evening – Please book via class teachers on Dojo
Tuesday 24 th October 2023	Spooky Disco on Prioryville – Y3&4 3.30pm-4.30pm Y5/6 4.45pm-5.45pm
Wednesday 25 th October 2023	Spooky Disco on Meads – Reception and Class 1JR - 3.15pm - 4.00pm Class 1ST and Year 2 -4.15pm – 5.00pm
Wednesday 25 th October 2023	Asthma Consultations with parents and pupils
Friday 27 th October 2023	INSET day – No school for pupils
Monday 30 th October 2023 – Friday 3 rd November 2023	Half Term
Monday 6 th November 2023	Pupils return to school
Tuesday 21 st November 2023	Parent workshops on Prioryville – Starting at 2pm and 5pm
Thursday 23 rd November 2023	Parent workshops on the Meads – Starting at 2pm and 5pm
Monday 27 th November 2023	INSET day – Cluster of schools working together
Friday 22 nd December 2023	Last day in school before Christmas holidays
Monday 25 th December 2023 – Friday 5 th January 2024	Christmas Holidays
Monday 8 th January 2024	Pupils return to school
Monday 12 th February 2024 – Friday 16 th February 2024	Half Term
Monday 25 th March 2024 – Friday 5 th April 2024	Easter Holidays
Monday 8 th April 2024	INSET Day - Cluster



Penalty Notices

This letter alerts you to the use of penalty notices for unauthorised absences from school. PCC believes that any absence from school, for whatever reason, is detrimental to a child's long-term life opportunities, so should be avoided if at all possible. Reducing absence from school is a key priority, both nationally and locally, because missing school damages a pupil's attainment levels, disrupts school routines and can leave a pupil vulnerable to anti-social behaviour and youth crime.

A penalty notice is an available option with the aim of seeking to secure an improvement in the pupil's attendance. A penalty notice can be requested by a Head teacher, their authorised deputy or assistant head teacher, the police and neighbouring local authorities.

If a notice has been requested and the relevant checklist has been completed by PCC, should PCC accept the request the parent will receive a formal written warning notifying them that they may receive a penalty notice and providing a period of 15 school days to allow the parent to respond. During the 15 days, parents would have the right to provide any evidence they may wish to present to the school, including medical evidence, to argue that the penalty notice should not be issued. If a reason for absence is provided by the parent, it will be for the Head teacher/authorised person in the school to determine whether the evidence is accepted, and the register amended.

If evidence is not provided or the Head teacher/authorised person does not accept the evidence, then the Head teacher should notify PCC and a penalty notice can be issued by PCC by first class post.

- If payment of £60 is made within 28 days of receipt of the notice, there will be no further action.
- If the payment of £60 is not made within 28 days of receipt of the notice, the penalty rises to £120 if paid after 28 days but within 42 days of receipt of the notice.
- If payment of £120 is made within 42 days of receipt of the notice, there will be no further action.
- If payment is not made pursuant to the notice, then the notice will either be withdrawn or the offence will be prosecuted under Education Act 1996 section 444.

Please remember that if there are reasons why your child is missing school then you can seek support and guidance from staff at your child's school. Please do ask before the non-attendance becomes an issue.

www.pembrokeshire.gov.uk/schoolattendance