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**Toftwood Infant and Junior School Federation**  
**Executive Headteacher - Mrs Joanna Pedlow**

**Newsletter 12 - 26<sup>th</sup> April 2024**

### Term Dates

Here are the remaining term dates for the Summer. Please note, we may have more dates added but will keep you informed. Those highlighted in yellow are new since the last newsletter.

Date	Infant	Junior	Notes
Tue 2 <sup>nd</sup> July		Team Day event - children only Children to come in PE kit	
Wed 3 <sup>rd</sup> July		Sports' event for children only with West Norwich Sports' partnership	
Thu 4 <sup>th</sup> July	Team Day event - children only Children to come in PE kit		
Thu 4 <sup>th</sup> July		Sports' event for children only with West Norwich Sports' partnership	
Thu 4 <sup>th</sup> July		Y6 Team Building Transition Festival Taverham High School for selected children	
Fri 5 <sup>th</sup> July	Karate Taster sessions for Infant children		
Tue 9 <sup>th</sup> July		Ellise Owen wellbeing sessions for Junior children	
Tue 9 <sup>th</sup> July	9.30 - 11.30 Mental Health in Schools Team sessions with parents		Infant Nursery
Tue 9 <sup>th</sup> July		Neatherd High School to Visit Year 6 children	Please note Northgate are not delivering sessions in school
Week beg 8 <sup>th</sup> July	Year 10 Work Experience Students in		
Tue 9 <sup>th</sup> July		Wellbeing sessions for the children with the Sports' partnership	
Wed 10 <sup>th</sup> July		Ellise Owen Y6 transition session	
Wed 10 <sup>th</sup> July	End of Year reports out to parents/carers		
Thu 11 <sup>th</sup> July	Rocksteady Concert for Infant 'Rocksteady' parents 9.15		

Date	Infant	Junior	Notes
Thu 11 <sup>th</sup> July	Year 6 performances for parents/carers		Timings for Y6 performances <b>9.15 GB6</b> <b>10.30 KH6</b> <b>2pm GG6</b> 2 adults per child, no younger siblings. If you have younger siblings and no one to look after them, please dojo your child's teacher in advance and we can arrange for you to come to a dress rehearsal
Fri 12 <sup>th</sup> July		Y6 leavers' party (in school time)	
Fri 12 <sup>th</sup> July	EYFS Tennis multiskills Taverham High School for selected children		
Week beg July 15 <sup>th</sup>	Year 10 work experience		
Week beg July 15 <sup>th</sup>	Transition week for Years R to 6. All children in current Years R to 5 will spend the week in their new classes		Enhanced transition
Mon 15 <sup>th</sup> /Tue 16 <sup>th</sup> July		All Year 6 in	
Wed 17 <sup>th</sup> - Fri 19 <sup>th</sup>		Y6 attending Northgate or Neatherd for 3 days	High School Transition If your child is in Year 6 but NOT attending one of the Dereham High Schools, they will have separate arrangements but should attend here when not at their new schools.
Mon 15 <sup>th</sup> July	New Reception group A visiting 9.15-11.30		
Tue 16 <sup>th</sup> July	New Reception group A visiting 9.15-1.30 and staying for lunch		
Tue July 16 <sup>th</sup>	9.30 - 11.30 Mental Health in Schools Team sessions with parents		Infant Nursery
Wed 17 <sup>th</sup> July	New Reception group B visiting 9.15-11.30		
Wed 17 <sup>th</sup> July	Parents are welcome to pop in to their child's new class to see where they will be in September and say hello to the teachers.		
Thur 18 <sup>th</sup> July	New Reception group B visiting 9.15-1.30 and staying for lunch		
Fri 19 <sup>th</sup> July	Last Day of Term		

**These dates are subject to change if necessary but we want to give you sufficient notice to be able to make arrangements to attend.**

Please keep a note of the dates relating to your child.

### Staff Changes

Sadly, at the end of term we always say goodbye to people as they move on.

At the end of term we will be saying goodbye to another member of staff.

**Mrs Ferreira**, one of our Year 3 TAs, is moving on to pursue a different career path. She has worked with us for six years now and has taken on many different roles for us, always being flexible to meet the needs of the children in our schools. We shall miss her but wish her well in her new adventures.

**Mrs Gunton**, one of our Infant kitchen staff members, left us on Friday to go to a different role. She has been a constant smiling face for the children, and a great support to them. She knew so well all of their needs as well as some likes and dislikes with lunches and we are sorry to see her go.

We are pleased to share that **Mrs Bianca Murphy** has joined us as a TA at the Junior school. She has experience of working with children with a wide range of needs and children of all ages and we hope she enjoys working with us.

**Mrs Joanne Playford** will also be joining us as a TA in Year 3 in September, we look forward to working with her and to all she can bring to our team.

### **Family Picnic**

What a glorious day for our family picnic! The sun shone and almost every child had someone attend to share a picnic and a lovely lunchtime with the children.

Thankyou to everyone who bought items from our pre loved uniform sale and our book sale also. We raised £190 from our book sale and £264 from our uniform sale. These amounts will all go to provide treats and experiences for the children.

### **Uniform and PE**

Just another polite reminder as we are still having some children not in correct PE uniform. Please do remember that shorts for PE should be the black PE shorts, such as you can buy from Tesco, and NOT cycling shorts or other shorts as these are not appropriate for school. If you are buying new PE trainers, our uniform rules are for black trainers also. Please remember these should be trainers suitable for PE and not fashion shoes or shoes such as Hi Tops. They need to be suitable for sports' use.

Please also remember that on PE days the children should come in appropriate PE kit, as shared previously, and in school shoes and have their trainers in a bag on their peg so we don't bring in the grass etc.

### **FOTS Bags2School**

Thankyou for all your donations to this fundraiser. We received £200 from your donations, all to go towards treats and experiences for the children.

### **End of Day Collection**

Can we please ask you all to exit via the central lane once you collect your child. We have had parents walk straight across the lines of children, with some being hit by buggies etc on the Junior playground. Please do exit down the centre for the safety of the children. Thankyou

### **Sports' Week**

This week is sports' week and we have a whole range of activities to keep the children active, engage them in sport and try new things. From Karate to Cheerleading, there is something for everyone. Mr Barnard and Mrs Morton have worked exceptionally hard to give everyone something they will enjoy and we thank them for their commitment to sport and the children.

Ask your children what they have been up to. It was lovely to see them all so engaged in their activities today.

### **Transition Week**

We always have an enhanced transition for all of our children above and beyond what most schools offer. Many have an afternoon, we have a full week.

On the Monday of the last week we will transition the children to their new classes and they will then be there for the full week. They will line up with that class and be dismissed from that place in the line also. Please do not ask staff for the name of your child's next teacher as this will be shared with you on the last Monday via email. A lot of thought has gone in to the new classes and who is in which class, and we will not make changes. We have been very positive with the children about this and we have talked about the importance of making new friends and being in a class where we can learn. They can still play with other friends at break and lunch.

We look forward to seeing all of the children moving up successfully in that week.

In advance of this, we have been having shared assemblies and playtimes at Juniors for Years 2 and 3, shared story times with teachers from the next year group and more activities like this so we are ready. All of our teachers take assemblies and do break duties, so the children are used to those around us. Miss White, who joins us in September, is also coming for several sessions before transition week to get to know children in her new Year group.

Teachers and TAs are also preparing an 'All about me' sheet for their new classes, with information about them on it so the children can refer back to this over the summer.

### Toftwood Tate

Thank you to all the families who came in to see the fantastic art work created by year 2 children this year. There was such a wonderful selection of different techniques, including painting and sketching. We are so proud of all that they achieved and hope you enjoyed seeing it too.

There are some photos and a write up on the website here:

<https://www.toftwoodfederation.co.uk/year-groups/year-2-children/summer-2-year-2-toftwood-tate-2024/>

### Parking

The issue of parking rears its head again unfortunately.

We had a message from a very irate resident of Foxley Park who says that parents and carers are blocking residents from getting in to their homes. They also said people are parking dangerously on the junctions.

Another parent has raised concerns that after school parents are standing talking on the corner of William Cowper Close and the children are running across the road, which could end in an accident. If this relates to your children, please do supervise them correctly before an accident happens and move to a better place to talk after school if possible. Once we have handed the children over it is a parent/carer's responsibility to ensure they are safe. Drivers are also parking on the corner, on double yellow lines and blocking the view and causing an obstruction.

We always ask drivers to be considerate and park sensibly and legally, and the majority do. Unfortunately, some still choose to stop on the zig zags or double yellow lines. We do ask them not to but can be met with a barrage of abuse, so please do report vehicles to the Breckland Parking department if you see people doing this.

Thankyou to everyone who is doing the right thing for the children.

### Year 6 Visitors

To support Year 6 with their transition to High school and in their future life, we have had two lots of visitors join us in the past two weeks.

First, **we had a visit from the police**, echoing what we have already said about harassment, leaving unpleasant voice and text messages for others and threatening others over social media. They also covered theft.

The main points covered were:

- The age of criminal responsibility is 10 years of age
- Graffiti counts as criminal damage
- Malicious communications - this includes What's App messages, voice mails threatening others
- Hate crimes - targeting someone because of a protected characteristic
- Anti-social behaviour - trespass, assault, threatening (face to face or online)
- Extreme views and expressing them to others
- Carrying weapons
- Shoplifting and theft

It was explained that doing any of these could affect your future as you could then be on the police database or potentially get a criminal record.

They also covered how to contact the police if you need help or to help someone else.

Today we had the **Heads of Year from both High Schools** come in to give us a talk on behaviour expectations at High School.

The children heard how their expectations are the same as ours and there are consequences for unacceptable behaviours. The main points were that the following are not acceptable and will result in a consequence:

- Defiance - refusing to do as an adult has asked you
- Leaving your chair in the classroom without permission
- Disrupting the learning of other children in any way
- Throwing things in the classroom
- Answering back to an adult
- Hurting others
- Not using reflection time meaningfully in reflection/detention time

They also explained that there are two things students are not allowed to say when given a direct instruction by an adult. This is 'No' and 'Why.' If they do, there are sanctions for this also.

They also said the decision of the adult is final and detentions are not a choice, but students must attend.

These rules fall in line with our expectations in order to ensure children can learn and teachers can teach, which is also the ethos of both High Schools.

They reiterated that everyone is responsible for their own behaviour, and saying someone has been 'winding you up' is not a defence for your behaviour choices. The message was you are responsible for your own behaviour.

We all explained that the overwhelming majority of our children do make excellent choices for behaviours for learning so everyone can feel safe and learn.

They were also excited to learn about the rewards in place for those who make the right choices. The High Schools spoke about their own reward systems for a wide range of things. We know our children understand what they need to do to receive merit points/house points when they attend and they know how to show excellent behaviours for learning as we see this for the majority of the time.

They all had opportunities to ask questions at the end of the session and this will be reiterated on their transition days also, so everyone can feel safe and be able to learn, which is what we reinforce with our children too.

We know the overwhelming majority of our children are well behaved in and out of class and also out of school, but we have had a few occasions where we have had to speak with parents about behaviour choices which disrupt the learning of others and are disrespectful to adults. Parental support in upholding these expectations and reinforcing them at home is vital to support the child and others in the class so everyone can learn and teachers can teach. As we say to all of the children regularly, we want you to be successful now, at High School and beyond so it is important we all follow the rules and expectations to do so.

We hope we can continue to see positives for the remaining time with us and look forward to seeing Year 6 plays and celebrating with them at their leavers' party also.

## Attendance

As you know, the Government expects us to put a high priority on attendance as every day matters. Children cannot learn when they are not in school.

The rules on unauthorised absence are changing next year from September, so please do read the information below.

We also have a duty to ensure all codings are correct, so please do be honest if taking a child on holiday. We may check if we have reason to believe they are not at home unwell, in line with our duties regarding attendance and term time leave. We also would not want children to have to be untruthful about an absence.



**Norfolk**  
County Council

# 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**.

### **Per Parent, Per Child**

Penalty Notice Fines are issued to each parent, for each child that was absent. For example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.

### **National Threshold**

There will be a single consistent national threshold for when a penalty notice must be considered by all schools in England of 10 sessions (usually equivalent to 5 school days) of unauthorised absence within a rolling 10 school week period.

These sessions do not have to be consecutive and can be made up of a combination of any type of unauthorised absence.

The 10-school week period can span different terms or school years.

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### **First Offence**

The first time a Penalty Notice is issued for unauthorised absence the amount will be:

- £160 per parent, per child paid within 28 days.
- Reduced to £80 per parent, per child if paid within 21 days.

### **Second Offence (within 3 years)**

- The Second time a Penalty Notice is issued for unauthorised absence the amount will be:
- £160 per parent, per child paid within 28 days.

### **Third Offence and Any Further Offences (within 3 years)**

- The third time an offence is committed a Penalty Notice will not be issued and the case will be presented straight to the Magistrate's Court. Prosecution can result in criminal records and fines of up to £2,500.
  - Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate due to 'failure to safeguard a child's education'.
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