



Loving to learn, Learning to love.  
For every child a chance to shine



LAYSTON C of E FIRST SCHOOL  
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Headteacher: Mrs A McMurrough

Dear Parents and Carers,

### Teaching and learning:

The children have been busy in English this week. Y4 have used inference and deduction to write questions when looking at the front cover of their new text. Y3 have been exploring different types of emotions using the story of 'The Paper Bag Princess'. Y2 have been applying adjectives and noun phrases to their sentences using the story 'Rapunzel'. Y1 have been working on writing simple sentences based on 'Farmer Duck'. Our youngest children have been busy exploring all the learning zones and learning to write their names and draw pictures of themselves.

### School attendance

At Layston, we want our children to feel safe, happy and enjoy coming to school. Our attendance target is 96% but we are always aiming for 100%. Research suggests that missed sessions are directly linked to a drop in achievement; the greater the attendance, the greater the progress and achievement. Good Attendance will help to give your child the best possible start in life. This is why we believe it is so important to attend school every day.

- Learning is a progressive activity; each day's lessons build upon those of the previous day(s).
- Lessons include discussions and hands on experiences which are missed by those who are absent.

Did you know that if a child's attendance is at 90% that is equivalent to missing half a day of school each week? Having 90% attendance throughout 5 years at primary school is equal to missing half of an academic year! So 90% is not ideal.

### What can parents/carers do to increase their child's attendance?

- **Avoid taking holidays or short breaks during term time. Further to the guidance that was sent out at the beginning of term, all requests now have to be on an official holiday request form. This form can be found on our website.**  
<https://forms.office.com/e/vYWA+NCeAg> Please note that holidays will not be authorised unless it is exceptional circumstances.
- Talk regularly with your child about school and how they feel. They are more likely to attend if they feel supported and any anxieties they may have are listened to.
- Phone us as soon as possible to tell us why your child is absent and when you expect them to return. Putting the school number in your phone can save you some time.
- Only allow days at home for genuine illness.
- Know the routines of the school day to prepare your child effectively.
- Encourage punctuality - doors to classrooms are opened at **8:45am** and are closed at **9.00am**. Registers are taken at **8:45am**. This allows registers to be called and for school to start promptly. Arrival after **9:10 am**, unless there is a satisfactory explanation, is recorded as an unauthorised absence (late after registers close).
- Praise and reward good attendance.





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### **Lateness matters too**

Lateness both to school is strongly discouraged so that valuable learning time is not missed.

### **What do I do if my child is going to be late?**

We do appreciate that in certain circumstances, such as transport problems, lateness cannot be avoided.

- If your child is going to be late (i.e. after 9:00am) for any reason, including medical appointments, please telephone the school office prior to the appointment. This will enable us to keep our attendance registers accurate.
- Upon arrival, you **must** sign your child in at the office so that there is a record of his/her presence in the building. It is always better to come to school later than not at all, so please ring first so that we know if there has been an emergency.

### **Pick up time**

Children should be collected promptly at the end of the school day. It causes children distress when they are left waiting at the office wondering where their parents are. If you are going to be late for any reason, please call the school office so that we can reassure your child. The children finish at: 3.15pm.

### **Cooler weather:**

We are having a typical autumn where the weather swings between hot and sunny and cool and rainy. Please ensure that your child has a named coat in school and is wearing appropriate footwear. All fleeces, sweatshirts and cardigans must be named.

### **Healthy snacks:**

A gentle reminder that we are a healthy nut free school. If your child brings a snack to school, we ask that this is a healthy option. Examples of healthy snack options are: cheese and crackers, fresh or dried fruit or vegetable snacks such as carrot sticks. A reminder that grapes should be cut in half lengthways to avoid choking.

Best wishes

Adele McMurrough

Headteacher

