



6th February 2017

ISSUE NO. 15

Executive Head Teacher

We have received a letter from her Lady-in-Waiting on behalf of the Queen from Sandringham House congratulating the students who sent a beautiful card.

The message said:

The Queen wishes to thank you and your students very much for the splendid card and kind message you have sent for Christmas and the New Year.

Following a year of special birthday celebrations for both Her Majesty and The Duke of Edinburgh, The Queen is most grateful for your thoughtfulness in writing as you did and hopes you, too, had a happy Christmas and peaceful New Year.

Well done to the children in class Reception D and Ms Korkmaz

Please Note: Due to teacher training on Monday 6th February 2017 there will be no Year 6 SATs club on this day. Club will resume on Tuesday 7th February 2017.

Contact Information

If you have recently changed your number, home address or email address please let the school reception know. It is important to have up to date contact details for all the children in case of emergency.

Special Leave Requests

Legislation introduced in September 2013 means that Head Teachers may no longer authorise holidays for children during term time. However, a Head Teacher may authorise an absence in 'exceptional circumstances'.

At Durand we know that parents take their children's attendance and progress at school very seriously. If you do wish to apply for permission for your child to be absent from school, you should do this as far in advance as possible. We will consider each application individually and will take into consideration:

- Your child's attendance and punctuality – We are unlikely to authorise further absence for a child with unsatisfactory attendance i.e. below 94%
- Previous requests for absence – We are unlikely to agree to more than one absence during term time during your child's time at Durand.
- Family holidays during term time cannot be considered 'exceptional reasons'

Please remember to never book a flight or holiday before you have requested permission for absence. In the event of permission being declined you could lose money. **21 days' notice will be required for all requests.**

Permission cannot be given after the absence has occurred.

Attendance

Congratulations to the following classes for having the best punctuality for January 2017!

Nursery	NA	Year 5	5F
Reception	RA	Year 6	6E
Year 1	1A	Year 7	7F
Year 2	2B & 2E	Year 8	8F
Year 3	3F	Year 9	9F
Year 4	4A & 4C		

Punctuality

Congratulations to the following classes for having the best punctuality for January 2017!

Nursery	NA & NB	Year 5	5F
Reception	RA & RC	Year 6	6E
Year 1	1A	Year 7	7E
Year 2	2E	Year 8	8E & 8F
Year 3	3F	Year 9	9F
Year 4	4E		

Weekly Attendance

Weekly attendance percentages for last week are:

Nursery	92%	Year 6	96%
Reception	96%	Year 7	91%
Year 1	95%	Year 8	96%
Year 2	97%	Year 9	92%
Year 3	94%	Year 10	92%
Year 4	96%	Year 11	95%
Year 5	97%	School Total	95%

The national average is 95%

Photographs



At various times in the year, we may have visitors to the school and the local or national press/television may accompany them.

If you do not wish your child to be included in any photographs or filming then please notify the school in writing. You can email this to

admin@durandprimary.com

After School Club

Parents are reminded After School Club finishes at 6.00 pm.

Please ensure you collect children before this time. If your child is collected late on three occasions their place will be automatically withdrawn.

Half Term Next Week

Mon 13 - Fri 17 2017

You can view past newsletters on our website at <http://www.durandacademy.com/news/>.

If the school does not have your email address please give it in to reception or email admin@durandprimary.com.

School Trips Dates

Wednesday 15th March – Year 5B, 5C and 5F Trip

Thursday 16th March – Year 5D and 5E Trip

Deadline for payment is Friday 10th February 2017

Tuesday 21st March – Year 3A, 3C and 3F Trip

Friday 24th March – Year 3B, 3D and 3E Trip

Deadline for payment is Tuesday 28th February 2017

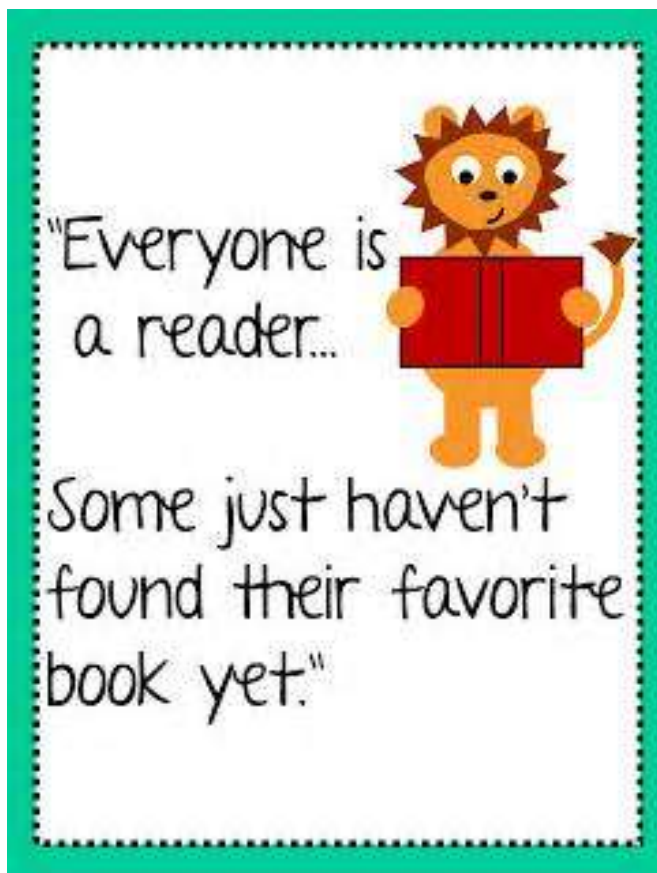
Thursday 30th March - RA, RC and RE Trip

Friday 31st March – RB and RD Trip

Deadline for payment is Friday 17th March 2017

Year 6 School Journey – Monday 19th to Friday 23rd June 2017

Next instalment due Friday 3rd February 2017



Notices

Medicine

If your child needs to take medicine at school parents must send a signed and dated letter confirming this. Please ensure the letter includes the child's full name and the date. The school is unable to administer medicine to your child.

Football/Basketballs

Please do not bring footballs or basketballs into the school. The school will provide balls for children to play with.

Contact Information

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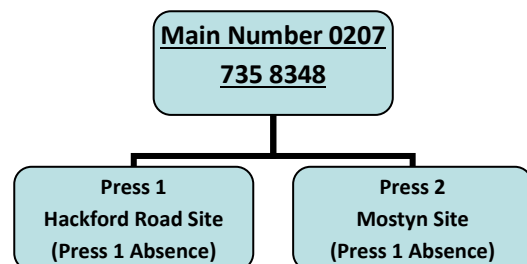
Labelling Clothes/Lost Property

Please ensure you label your child's clothes. This helps parents identify items of clothing kept in the lost and found.

If your child mistakenly brings home an item of clothing which does not belong to them, we ask parents to ensure this is returned to school the next day.

Absences

If your child is going to be absent from school, we kindly request parents to leave a clear message on the school voicemail and not call to speak to the administrators directly.



Parents must leave a message on the voicemail for each day your child is absent from school.

If your child is absent for more than three days, you must provide a letter from your doctor confirming this. Without this, your child's absence will be recorded as unauthorised.

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