

Newsletter 6.2.26

Please be respectful in your communications with us.

There are many reasons you might want to communicate with the school or a member of staff at the school. This could be simply phoning in to report a child's absence or just informing the member of staff at the gate when you drop your child off that they have forgotten their PE kit or have been complaining of feeling a little unwell. These short conversations to impart information are entirely necessary. However please remember:

- How busy members of staff are during the school day, particularly first thing in the morning and where you need to speak with a member of staff, make an appointment to do so at a time when they can give you their full attention.
- Approach the school to help resolve any issues of concern by making an appointment to **meet with the class teacher in the first instance**. In the **second instance you would speak with the teacher's line manager**, which in our school is Miss Turner (EYFS), Mrs Baxter (KS1) or Miss Bell (KS2).
- If the matter is still not resolved, follow the procedure in the school's Complaints Policy which is available under the heading "policies" on our website. **Please do not 'demand' to speak to the headteacher, or 'expect an immediate response'...a 'polite request' is more likely to get you an appointment!**
- If you wish to correspond by email this should be done through the school's central email address at enquiries@southview.lincs.sch.uk. This address is monitored regularly during the school day and emails forwarded to the appropriate member of staff or Governor. **We will endeavour to respond to you within 48 hours.**
- Ensure that all such communications are polite and that you are always mindful of the right of the recipient to be **treated with respect**.
- When meeting face to face with members of staff to discuss any matters concerning your child's education or wellbeing in school, approach the matter calmly and politely, as this will also ensure progress can be made to address any issues or concerns. Remember, if you wish to speak with a member of staff, it will normally fall to you to make a mutually convenient appointment.

Arbor Parent Communication



Log in

Enter your email address

Enter your password

Log in

Remember me [Forgot your password?](#)

You should all have now received details on how to set up your Parent Portal. Thank you to everyone who has logged in, been checking and updating information. We have seen a sufficient uptake by Guardians to enable us to launch *Guardian Consultation* appointments through the Parent Portal. These will be available from Monday Morning.

We have had reports from parents saying they have found the "Welcome to Arbor" email in their Junk folder, so please do check there. It may show as an "Unverified Sender" but if you change to "Safe Sender" these should go to your inbox in the future. To help ensure everyone receives the information, below are the set up details for you to follow –

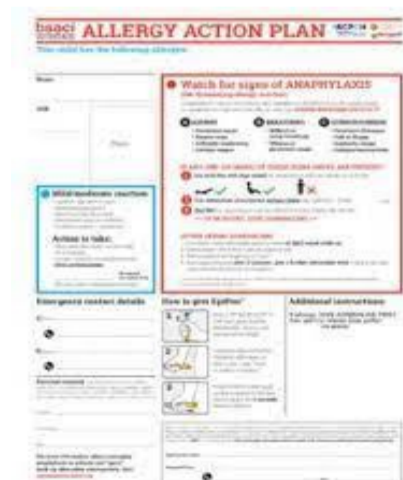
Welcome to Arbor! Southview Community Primary School is using Parent Communication on Arbor and has set up an account for you.

To finish creating your account, you just need to set a password. You can do this by going to login.arbor.sc, clicking on 'Forgotten Password?' and following the instructions on screen.

If you have trouble setting up your password or have general questions about the Parent Portal, visit [this Help Centre article](#). For any other queries, please contact the School Office at enquiries@southview.lincs.sch.uk

As we work through setting up the new system we will communicate how and when we will migrate items such as meal booking and wraparound care booking into the new system. Please be assured we will communicate this as we switch different functions from Parent Mail.

Allergies and Medical



If your child is diagnosed with a severe allergy or Asthma, could we ask that you please ensure the school has a copy of their most recent medical plan from your GP or relevant clinic please. This will ensure we can give the correct medical care if needed in school



Parking over dropped kerbs and across drives



We have been made aware that some visitors to the school are parking across resident's driveways or in front of dropped kerbs. We have been notified of instances where residents have been unable to leave their properties, as they have been blocked in. If you see someone parking irresponsibly, please take a note of their registration and, if possible, take a photo and upload to:

[Report nuisance parking](#) | [Nuisance parking – Lincolnshire County Council](#)

Clothing bank

Just a quick reminder that we have a clothing bank in school for which the school receive much needed funding per tonne of clothing. This is located near the KS2 entrance. If you're having a clear out of clothes after Christmas, please think about using our clothing bank. Thank you



Crowland Amateur Dramatic Society

If you would like to purchase tickets for the Little Mermaid production that will take place on 13th and 14th February, please click [HERE](#)

Packed with side-splitting jokes, dazzling costumes, and unforgettable musical numbers, this fun-filled adventure is guaranteed to make a splash! Get ready for plenty of audience participation, boos for the villain, and cheers for our heroes!

Book your tickets now for a tidal wave of family fun!

Elite Sports Academy

KS2 FEBRUARY NERF NIGHT

- Thursday 12th February
- 5pm - 6pm
- Crowland South View Primary School - Enter Via front of school
- KS2 only
- £5.00 to be paid via cash on arrival

Only 30 spaces available so book your space now by contacting Chloe@elitesportsacademy.co.uk



FEBRUARY HALF TERM SPORTS & ACTIVITIES CAMPS 2026

- Wednesday 18th & Thursday 19th February
- Day Bookings – 8.30am - 3pm
- Extra Time Bookings - 3pm -4pm

Our ONLINE BOOKING SYSTEM will help you make it even easier to Book!!

For more information and to book your space simply follow this link [Elite Camps - Elite Sports Academy](#)

If you require more information contact Joe@elitesportsacademy.co.uk

We hope to see you all there!!

Calendar of Events for Term 3

10th February – Year 3 and 4 Cross Country 9:45 – 12 (Selected children)

13th February – Last day of term

(Saturday 14th/Sunday 15th – CADS Pantomimes in School Hall)

Start of Term 4

23rd February – First day of term

24th and 25th February – Parents Evening

26th February – Dance Performance at the Cresset

3rd March – Class Photos

5th March – Year 5 Assembly & World Book Day

12th and 13th March - Mother's Day Breakfast and Mother's Day Stall – Information to follow

Term Dates are on our school website – please click [here](#)

Head Teacher Awards

Class	Childs Name	Awarded Reason
Catkins	James D	James we have all been so impressed with your progress this half term, particularly with your phonics and reading skills. Well done for working so hard!
Acorns	Scarlett T	For contirbuting in lessons and showing great ethusiasm to her learning.
Hazels	Elara S	For being a great and supportive partner to new children coming into her phonics group this week. You have been helping them settle in and being a patient and kind partner.
Maples	Tommy W	Tommy what a fantastic week you have had. We are so proud of the progress you have made and for the effort you are putting into your work.
Chestnuts	Katie P	For trying so hard with her independent work this term., Keep it up Katie, it's fantastic to see!
Willows	Jasmine B	For working really hard on her speedy reading in phonics and for being a fantastic reading partner.
Beeches	Ciara- Mai M	For putting so much effort into your writing. You have really worked hard on writng some speech into your story. Great job.
Aspens	Frankie E	For always doing the right thing and for working really hard to improve his writing.
Poplars	Aiden H	For always trying hard and joining in especially in phonics and spelling work. Aiden always does the right thing. Well done Aiden, you are a star.
Junipers	Genesis M	Gen is a fantastic role model whose positive attitude really shines in everything he does. His enthusiasm, focus and consistent hard work make him a joy to have in the classroom.
Laurels	Max O	For being the most pleasant and polite child every minute of every day. A true role model.
	Elin G	For a superb switch in the past few weeks, so much more engaged and excellent effort. Long may it continue.
Elms	Josh W	Josh was fantastic when reading with Year 2. He discussed the text and the meaning of words with his partner and asked him great questions about the book he was reading. Well done Josh!
Oaks	Poppy S	For being a wonderful member of Oak Class and for always striving to be the best you can be.
	Primrose K	For being a joy to teach and bringing positivity to the classroom. You always show great perseverance and never give up, even when learning feels tricky.
Redwoods	Arthur- Thomas S	For being a superb role model when reading with Year 3 this week, he was so kind and gently, while engaging some lovely conversations.

Mental Health Padlet



Children: If you are worried about your child's mental health, and would like information or signposting to help, Miss Stanojevic has created a suite of resources for you to look through. We hope you find them helpful: <https://padlet.com/zoestanojevic/f9n5vfk8qytx6c3b>

Adults: Likewise, if you are struggling with your own mental health or are just looking for someone to talk to, please see our new Mental Health for Parents/Carers padlet which has a wealth of local and national charities that you can tap into for support: <https://padlet.com/corrinemitcham/mentalhealthparents>

SEN Padlet

If you are worried about your child's additional needs and would like Mitcham and Mrs Henderson have created a suite of resources for you to look helpful: <https://padlet.com/corrinemitcham/SouthViewSENDCO>



information or signposting to help, Mrs through. We hope you find them

Safeguarding Padlet



If you are worried about your safeguarding and would like information or signposting to help, Miss Turner and Miss Creasey have created a suite of resources for you to look through. We hope you find them helpful.

If you do see anything of concern in relation to a child, we ask that you make a telephone referral to Social Care by calling 01522 782111. This can be done anonymously. If you have a genuine concern about an adult in the local community, please telephone the police.

<https://padlet.com/nikitacreasey/safeguarding-guide-for-parents-carers-z16tu0bjogxihihd>

School Leave of Absence Requests

If you wish to seek approval for any request of absence for your child(ren) from school i.e. for a holiday, then you must apply either by;

- Requesting the school office send you a copy of the leave of absence form. This will be sent via ParentMail.
- Or you can apply:
- In writing, to Mrs Tomlins, the Head Teacher. In the letter you must state what you believe to be the exceptional circumstances requiring the leave of absence.

You should only then remove your child(ren) if the absence has been authorised, and notified to you in writing by the School.

If you then choose to take your child out of school during term time and it is **not** deemed to be exceptional circumstances and/or has not been approved by the School, then this will be coded as an unauthorised absence and a Penalty Notice may be issued for the period of absence. We are unable to authorise holidays during school terms. Failure to pay the Penalty Notice may result in further legal action being taken against you.

We would like to remind all families of the legal framework surrounding term-time holidays and the issuing of penalty notices for unauthorised absences, in conjunction with advice from the Local Authority.

Please be aware that **there is no right of appeal** against a penalty notice once it has been issued. The decision to authorise or unauthorise an absence rests solely with the school. It is important to remember you should discuss any concerns you have with the school **before** a leave of absence is considered.

We understand that some employers may restrict when holidays can be taken, and that travel costs can vary significantly throughout the year. However, **neither of these factors constitutes an exceptional circumstance**, according to guidance from the Department for Education, [Working together to improve school attendance \(applies from 19 August 2024\)](#) and [Resources for families | Children's Commissioner for England](#) and therefore cannot be considered, as a valid reason for authorising term-time leave.

A Penalty Notice is a strategy used by schools to address the unacceptable levels of attendance of children in the term after they turn five at their school under the following legislation:

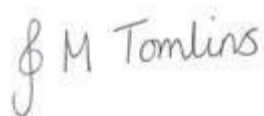
Please note: A Penalty Notice can also be issued if your child is seen in a public place within the first 5 days of an exclusion from their school.

- Section 7 of the Education Act 1996 places upon parents a duty to ensure that their child receives efficient full-time education either by regular attendance at school or otherwise.
- Where a child is a registered pupil at a school and the parent fails to ensure that child's regular attendance at school the parent is liable to be prosecuted for a criminal offence under Section 444 of the Education Act
- In cases where this duty is not being fulfilled Section 444B of the same Act empowers the Local Authority to issue a penalty of either **£160 per parent, per child** if paid within 28 days or reduced to **£80 per parent, per child** if paid within 21 days.

We appreciate your understanding and cooperation in ensuring that your child's education remains a priority.

Please see attached additional information regarding Penalty Notices.

Yours sincerely,



Head Teacher
Mrs Tomlins

School Attendance and Absences



<p><u>5 days of unauthorised absence</u> Penalty Notice fines may be issued for any term-time absences that are unauthorised (for example, a 5-day term time holiday) - whether these absences are taken consecutively or cumulatively over a rolling period of 10 school weeks.</p> <p><u>10 sessions of unauthorised absence in any 10-week period</u> Penalty Notice fines will also be considered when there have been 10 sessions of unauthorised absence in any rolling period of 10 school weeks</p> <p>A school day has 2 sessions: 1 morning and 1 afternoon session per day</p> <p>An unauthorised absence threshold can be reached with any mix of missed sessions over 10 school weeks, even if those weeks span different terms or school years. These absences don't need to be consecutive and can include late arrivals after the register closes. A school week counts as long as there's at least one school session.</p>	<p><u>First Offence</u> The first time a Penalty Notice is issued for unauthorised absence the amount will be:</p> <ul style="list-style-type: none"> • £160 per parent, per child (if paid within 28 days) • Reduced to: £80 per parent, per child if paid within 21 days
<p><u>How do I request an absence?</u> To request an absence, please provide a minimum of 4 weeks notice, either by:</p> <ul style="list-style-type: none"> • Requesting the school office send you a copy of the leave of absence form. This will be sent via ParentMail. <p>Or you can apply:</p> <ul style="list-style-type: none"> • In writing, to Mrs Tomlins, the Head Teacher. In the letter you must state what you believe to be the exceptional circumstances requiring the leave of absence. We are unable to authorise holidays during term time. 	<p><u>Second Offence</u> <u>(in a 3-year rolling period)</u> The second time a Penalty Notice is issued for unauthorised absence the amount will be:</p> <ul style="list-style-type: none"> • £160 per parent, per child (if paid within 28 days) There is no reduction in the amount.
<p><u>What is a Penalty Notice?</u> A penalty notice is an out of court settlement which is intended to change behaviour without the need for criminal prosecution. If repeated penalty notices are being issued and they are not working to change behaviour they are unlikely to be most appropriate tool. Therefore, 2 penalty notices can be issued to the same parent in respect of the same child within a 3 year rolling period and any second notice within that period is charged at a higher rate. Any further offences will result in criminal prosecution.</p>	<p><u>Third Offence or Any Further Offences</u> <u>(in a 3-year rolling period)</u> The third time an offence is committed for an unauthorised absence a Penalty Notice will NOT be issued but will be referred to Lincolnshire County Council for consideration of prosecution in a Magistrate Court for prosecution which may result in fines of up to £2,500 per parent, per child.</p> <p>Cases found guilty in a Magistrate's Court can show on a parent's future DBS certificate due to 'failure to safeguard a child's education.'</p> <p>Families are reminded that term-time holidays are subject to strict legal rules, and unauthorised absences may result in penalty notices with no right of appeal. Only the school can decide whether an absence is authorised, and factors like travel costs or employer restrictions do not qualify as exceptional circumstances. Please speak with the school before requesting leave, and thank you for prioritising your child's education.</p>
<p><u>Who is a "Parent"?</u> Section 576 of the Education Act 1996 defines "parent" as: All natural (biological) parents, whether they are married or not; Any person who, although not a natural parent, has parental responsibility for a child or young person; Any person who, although not a natural parent, has care of a child or young person.</p>	<p>Lincolnshire county Council have the discretion to issue Penalty Notice fines before the above threshold is met in cases where parents are deliberately avoiding the national threshold by taking several term time holidays below the threshold, or for repeated absences for birthdays or other family events.</p> <p>If you have registered your child as unwell and we are later presented with evidence which casts reasonable doubt over the reason given for your child's absence, and they were in fact taken on holiday, the absence marks will be retrospectively be altered to 'unauthorised' in the register. If this absence meets the national framework, this will be reported to Lincolnshire County Council.</p>