





Growing Together at Glynwood

Glynwood Gardens
Gateshead
Tyne & Wear
NE9 5SY
Headteacher: Mrs Vicky Nellis
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Friday 16/1/ 2026
January 2026
Friday 23 rd January - French Day - pupils to wear red, white and blue
Thursday 29 th January - 9am Phonics and Phonics screening workshop for Year One parents
February 2026
Tuesday 10 th February - Safer Internet Day
Tuesday 10 th February - 3:15 - 4:15pm - Y1 and Y2 Valentine Disco (children who attend can wear disco clothes for the day)
Wednesday 11 th February - 3:15 - 4:15pm - Y3 and Y4 Valentine Disco (children who attend can wear disco clothes for the day)
Thursday 12 th February - 3:30 - 4:30 - Y5 and Y6 Valentine Disco (children who attend can wear disco clothes for the day)
Friday 13 th February - Staff Training Day - school closed to pupils
Friday 20 th February - Last day of school for pupils
March 2026
Monday 2 nd March - Pupils return to school
Thursday 5 th March - World Book Day
Friday 20 th March - Red Nose Day - non-uniform day for a charitable donation
Friday 27 th March - Faith Day - Parents/ Carers into class to look at children's RE work from 2:45pm
April 2026
Thursday 2 nd April - Last Day of term for pupils
Monday 20 th April - Pupils return to school
May 2026
Monday 4 th May - Bank Holiday - School closed
Monday 11 th May - Thursday 14 th May Year Six SATs week
Friday 22 nd May - Last Day of the half term
June 2026
Monday 1 st June - pupils return to school
Monday 1 st June - Friday 5 th June - Year Four multiplication check
Monday 8 th June - Friday 12 th June - Phonics screening
Friday 12 th June - Rainbow Day - Diversity Celebration - Children to wear non-school uniform
Monday 15 th June - Thursday 25 th June - Glynwood Art, Craft and Music Festival
Wednesday 24 th June and Thursday 25 th June - Glynwood Art festival exhibition opens
Thursday 25 th June - 3:30pm - 4:30pm - Summer Fair
Friday 26 th June - School Closed to pupils
July 2026
Friday 10 th July - Reports out to pupils
Friday 17 th July - 9:15am - Year Six Leavers Assembly
Friday 17 th July - Last Day of academic year 2025-26
September 2026
Tuesday 1 st September - Teacher Training Day - school closed to pupils
Wednesday 2 nd September - pupils return to school for new academic year.



Dear Parents and Carers,

I would like to warmly welcome everyone back after the Christmas break. It has been lovely to see the children return to school so positively, and I am very pleased with how well they have settled back into their routines.

I would like to remind families about punctuality, which continues to be an ongoing concern in the mornings. We now have only two members of staff working in the school office, and they are spending the first half hour of each day taking late-arriving children down to their classes. This has a significant impact on the smooth running of the school day.

The school day officially starts at 8.45am, and all children should be in school by this time. The school gates and doors remain open until 8.55am, and we ask that all children arrive within this window. Thank you for your support in helping us ensure a calm and settled start to the day for everyone.

A reminder regarding Breakfast Club and Afterschool Club: please ensure that sessions are paid for as you book them. This helps us to manage staffing and resources effectively.

Thank you to all families who purchased your child's Christmas cards. The money raised from this was used to pay for our pantomime at the beginning of term, which the children thoroughly enjoyed.

Finally, we are looking forward to French Day next Friday. Children are welcome to come to school in non-uniform and wear French flag colours – red, white and blue.

Thank you, as always, for your continued support.

With my best wishes

Vicky Nellis
Head Teacher

Our Safeguarding Children Team



If you are concerned about a child, please talk to us

Child Protection and Safeguarding

Child Protection and Safeguarding are always an absolute priority in school. Our designated safeguarding leads and deputies are: Vicky Nellis (Head Teacher), Simon Otterson (Deputy Head), Sarah Brunskill (Assistant Head), Esther Commons (SENDco), Jude Etherington (Curriculum leader), Vic Birkbeck (Family Support Worker), Helen Moss (Afterschool club lead). Please talk to any of us about any concerns that you may have. Posters displaying photos of the designated safeguarding leads are displayed around school.

If you have concerns about a child in your community, you have a number of options:

- 1) You can call 101 and ask for some welfare advice. This can be done anonymously.
- 2) You can visit the NSPCC website on: <https://www.nspcc.org.uk/keeping-children-safe/reporting-abuse/report/> or you can call the NSPCC helpline on 0808 800 5000, You can report concerns here anonymously too.



Glynwood Community
Primary School

Dear Families,

It is really important that we work together to improve attendance for all of our children. One area which can be contentious is term-time holiday requests. We need families to be open and transparent regarding holidays (for safeguarding reasons and so children aren't asked to lie), but the statutory and legal guidance around this is much stricter and is a national priority for the government.

I know that the vast majority of families do not take term-time holidays, so I apologise for the blanket communication, but it is vital that families understand the systems and the legal guidance.

Leave of absence forms should continue to be completed for ALL requests. If you feel that you have exceptional circumstances around a term time leave of absence request for your child (as in there are exceptional reasons why the absence has to take place on a very specific date in term time for an exceptional reason (as outlined below)) then this needs to be outlined in writing. I will then consider the information provided to me and the decision will be made whether to authorise the absence, but again I must reinforce, I can now only authorise term-time leave of absence requests in the most exceptional circumstances and these will be very rare.

Holidays will not be authorised.

I am more than happy to discuss any aspect of your child's learning or well-being and have an open-door policy for this, however **term-time leave of absence procedures are very clear and I am not willing to discuss decisions made with families.** I will also not discuss other children's absences for confidentiality and GDPR reasons. When guidance is very clear, as it is now, questioning decisions made puts everyone in a difficult position and can put a strain on relationships between school and families, which we want to avoid at all costs. Aggressive communication towards staff will also not be accepted for any reason, including communication around term-time leave of absence requests.

Please see the guidance below which is taken from our Attendance Policy which meets the legal and statutory requirements set out by the Department for Education. This is the same as the communication sent out to parents in previous newsletters.

Best wishes

Vicky Nellis

Head Teacher

4.1 Approval for term-time absence

The headteacher will only grant a leave of absence to a pupil during term time if they consider there to be 'exceptional circumstances'. A leave of absence is granted at the headteacher's discretion, including the length of time the pupil is authorised to be absent.

We define 'exceptional circumstances' as **where there are unavoidable reasons for the leave of absence not falling during school holiday time. For example, visiting a very sick relative in a different area or country, an immediate family member's wedding or an immediate family member's funeral. Exceptional Circumstances also apply if a child is involved in sporting or creative events, but school do need evidence of these dates.**

Exceptional circumstances are truly exceptional and this will be applied consistently across all requests.

The school considers each application for term-time absence individually, taking into account the specific facts, circumstances and relevant context behind the request.

Any request should be submitted as soon as it is anticipated and, where possible, at least 3 weeks before the absence, and in accordance with any leave of absence request form, accessible via the school office or the school website. The headteacher may require evidence to support any request for a leave of absence.

4.3 Legal sanctions

The local authority can fine parents for the unauthorised absence of their child from school, where the child is of compulsory school age.

Warning letters are no longer issued.

If issued a fine, or penalty notice, each parent must pay £80 within 21 days or £160 within 28 days. The payment must be made directly to the local authority.

Penalty notices can be issued by a local authority officer or the police.

The decision on whether or not to issue a penalty notice may take into account:

- The number of unauthorised absences occurring within a rolling academic year
- One-off instances of irregular attendance, such as holidays taken in term time without permission
- Where an excluded pupil is found in a public place during school hours without a justifiable reason

If the payment has not been made after 28 days, the local authority can decide whether to prosecute or withdraw the notice.

The first penalty notice issued to a parent in respect of a particular pupil will be charged at £160 if paid within 28 days. This will be reduced to £80 if paid within 21 days.

- A second penalty notice issued to the same parent in respect of the same pupil is charged at a flat rate of £160 if paid within 28 days.
- A third penalty notice **cannot be issued** to the same parent in respect of the same child **within 3 years of the date of issue** of the first. In a case where the national threshold is met for a third time (or subsequent times) within those 3 years, alternative action should be taken instead. This will often include considering prosecution, but may include other tools such as one of the other attendance legal interventions.



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