



**Growing Together
at Glynwood**

Glynwood Gardens
Gateshead
Tyne & Wear
NE9 5SY
Headteacher: Mrs Vicky Nellis
Telephone: 0191 433 4117
Email: glynwoodcommunityprimaryschool@gateshead.gov.uk
Website: glynwoodprimary.org

Newsletter 8.5.26

May 2026

Monday 11th May - Thursday 14th May Year Six SATs week

May 13th - 20th Book Fair in school

Friday 22nd May - Last Day of the half term

June 2026

Monday 1st June - pupils return to school

Monday 1st June - Friday 5th June - Year Four multiplication check

Monday 8th June - Friday 12th June - Phonics screening

Friday 12th June - Rainbow Day - Diversity Celebration - Children to wear non-school uniform

Monday 15th June - Thursday 25th June - Glynwood Art, Craft and Music Festival

Wednesday 17th June - Class Photographs

Wednesday 24th June and Thursday 25th June - Glynwood Art festival exhibition opens

Thursday 25th June - 3:00pm - 4:30pm - Summer Fair

Friday 26th June - School Closed to pupils

July 2026

Friday 10th July - Reports out to pupils

Friday 17th July - 9:15am - Year Six Leavers Assembly

Friday 17th July - Last Day of academic year 2025-26

September 2026

Tuesday 1st September - Teacher Training Day - school closed to pupils

Wednesday 2nd September - pupils return to school for new academic year.



Glynwood Community
Primary School
Growing Together at Glynwood

Dear Parents and Carers,

It has been another busy week in school especially in Year 6 as they get ready for the SATs next week. Please can parents of year 6 children try to make sure they get plenty of rest this weekend and get their children to school on time next week and be ready for the tests.

Mrs Birkbeck our family support worker is going on maternity leave next Friday, so if any parents need to make contact with her before she leaves then do not hesitate to ask. After Mrs Birkbeck has left, Mrs Commons and Mr Otterson will be dealing with any families who she would normally support.

KS1 staff are looking to revamp the area outside of the classrooms on the terrace to go along side the new play equipment installed last week - please see the attached poster for the sort of things they would like if anyone could make a donation. Thank you.

Reminders

Summer Fair - The summer fair is going to take place on Thursday 25th June from 3.00pm- 4.30pm. If you are interested in having a stall at the fair the charge will be £20 - please see staff in the office for more details.

Book fair - Our annual book fair is to take place from the 13th to the 20th May. The fair will run in the same way as last year - more details to follow about how you can order and pay for things online.

Request - Any old pots and pans and kitchen utensils going spare would be gratefully received for use in Forest School.

School bank - This is open every Wednesday morning before school in main reception area.

Absences - Please try to call school or email before 9.15am if your child is going to be absent.

Bikes and scooters - please encourage your children to walk their bikes and scooters through the playgrounds and along the paths - thank you.

Thank you, as always, for your continued support, with my best wishes
Mr Otterson

Our Safeguarding Children Team

Designated Safeguarding Lead



Name: Mrs Nellis

Designated Safeguarding Deputy



Name: Mr Otterson

Designated Safeguarding Deputy



Name: Mrs Birkbeck

Designated Safeguarding Deputy



Name: Mrs Brunskill

Designated Safeguarding Deputy



Name: Mrs Lowres

Designated Safeguarding Deputy



Name: Mrs Commons

Designated Safeguarding Deputy



Name: Mrs Etherington

Designated Safeguarding Deputy (After School Club)



Name: Helen Moss

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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