



Glynwood Community Primary School

Growing Together at Glynwood

Newsletter - Friday 23rd October 2026

November 2026

Monday 2nd November – Children return to school after half term
 Tuesday 3rd November – Y3 NL Parent consultations
 Wednesday 4th November – Parent consultations
 Friday 6th November – Y5 visit to Beamish
 Monday 9th - Wednesday 11th November – Y6 residential to Robinwood
 Wednesday 11th – Remembrance Day – wreath laying at Boer War memorial
 Wednesday 11th November – Parents consultations
 Tuesday 17th November – Y6 Parent consultations
 Wednesday 18th November – Y6 Parent consultations
 Friday 27th November – Winter Fair

December 2026

Friday 4th December – Flu Immunisations (Reception to Year 6)
 Thursday 10th December – Christmas Jumper Day and Christmas Lunch
 Friday 11th December – Y1 Christingles at St Johns
 Friday 18th December– Last Day of term

January 2027

Monday 4th January - children return to school after Christmas holidays

February 2027

Friday 12th February - Last day of the half term
 Monday 22nd February - Children return to school

March 2027

Thursday 25th March - Last day of term

April 2027

Monday 12th April - Children return to school

May 2027

Monday 3rd May - School Closed for Bank Holiday
 Friday 28th May - Last day of half term

June 2027

Monday 7th June - Children return to school

July 2027

Friday 16th July - Last day of term

Dear Families,

Phew! We've all finally made it to half term after 8 jam-packed weeks in school. The Autumn discos went down a treat and the children had an amazing time and looked fantastic in their costumes and make up.

Mr Otterson had a lovely time with another 12 attendance winners for a hot chocolate treat and this week's class winners earning extra breaktime were Y3 RO with 97.7%. Thank you to the parents and carers who attended the RISE workshop this week. Hopefully you found it useful. Fingers crossed everyone gets a chance to recharge the batteries on holiday next week before returning to school on Monday 2nd of November. On behalf of all the staff, we hope you have a lovely break.

Check out the Gateshead council flier attached for half term activities.

Reminders

Foodbank Donations

Thank you for all your contributions. The donated items will be picked up from school in the half term holidays.

Next RISE parent workshop

This next workshop on 4th November is about emotional regulation – all parents and carers welcome.

Parent consultations

These are going to be after the half term break. Most classes will be holding their events on Wednesday 4th and 11th of November. Y3 NL will be holding their events on Tuesday 3rd and Wednesday 4th November. Y6 will hold their events after they return from Robinwood on Tuesday 17th and Wednesday 18th November. Your class teacher should have handed out the timeslips by now, so if you have not received one of these please see your child's class teacher.

Chocolate, bottles and toys for the Winter fair

Could any donations of these be brought into school the week of the 20th November please. Only toys in good condition please.

Ear Rings

The usual reminder about ear rings. Please do not send your child to school with ear rings or jewellery. Enough time has passed for holes in ears to have healed properly, so no-one should still be wearing them. If there is a specific reason why they can't be taken out then they must be taped up.

Y7 Secondary School places

Don't forget you must apply for your child's place at secondary school online before the end of October.

Pre-loved School Uniform

A reminder that we have pre-loved school uniform available from the school office.

Please do make use of this. Children grow incredibly quickly, and there is absolutely no need for perfectly good uniform to go to waste! Speak to the office team if there is something you need.

Reporting Illness Absences

In line with our attendance policy, if your child is ill and can't attend school this should be reported on a **daily** basis before 9am either via the Parentmail app, telephone – 0191 4334117 or email –

glynwoodcommunityprimaryschool@gateshead.gov.uk. Exceptions to this are if you have already informed school of the length of illness, for example a child having an operation and needing planned recovery time or a sickness bug where the school policy is 48hours.

DfE free Breakfast Club

Our new DfE-funded Free Breakfast Club starts after half term on Monday 2nd November, **from 8:30am** for children in Reception to Yr 6. Please enter through the green door on the ramp in the Key Stage 1 yard. Please book your child's place via Parentmail 'Free DfE Breakfast Club from 8.30am'. Please note: To access the free breakfast provision, children must arrive at 8:30am. Any children arriving before 8:30am will be charged at our usual Breakfast Club rates.

Thank you to everyone for your continued support. Hopefully everyone has a great week off!

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 Lawnes

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 0800 800 5000, You can report concerns here anonymously too.



Glynwood Community
Primary School
Growing Together at Glynwood

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 Treherne

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.



Glynwood Community
Primary School

Growing Together at Glynwood

