

13 October 2023

Dear Families

Ref: Key Information – Term 2 (Monday 6 November – Friday 22 December at 1pm)

As is normal towards the end of each term, I am writing to share information about the activities coming up when we return for Term 2 in November. The start to this academic year has been amazing and I am delighted with how well students have settled in. There are plenty of activities to look forward to in Term 2 and we hope to see families at many of our open-house events!

I also include information about assemblies as well as attendance and punctuality.

Date	Activity	Notes
Monday 6 November	School reopens for students	Please ensure, as always full uniform compliance
Friday 10 November	Remembrance Day	Students will complete age-appropriate activities to help them understand and reflect on the importance of Remembrance Day
Friday 10 November	Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mr Mason (Assistant Headteacher for Secondary) and Miss Gibney (Assistant Headteacher for Primary) Primary assembly: 9.30 – 10am Key stage 3 and 4: 10 – 10.30am Key Stage 5 – 10.30: 11am Open Coffee morning: 9.30 – 11.30am (please see row below)	We encourage families to attend where they are able. If there is any topic you would like to hear about or contribute to during the coffee mornings, please advise school via your child's class teacher.
Friday 10 November	Introduction to PBS training 9.30-11.30am	This family training session will take place during our coffee morning. Please note the slightly extended time of 9.30 – 11.30am
Friday 10 November	Non-uniform day	Today will be a non-uniform day. We ask that any students wearing non-uniform bring a chocolate donation for our Christmas Fair.
Friday 10 November	Internet safety session 1	You will receive a Parentmail with a link to this webinar
Monday 13 November	Start of Anti-bullying week	Students will engage with a range of activities led by both staff and students to help think about why bullying is wrong and what to do if you experience or witness it

Wednesday 15 November	World Nursery Rhyme day	<p>Buddies will be helping or younger students to enjoy their favourite nursery rhymes</p> <p>You will receive information about a competition via Parentmail. You will be invited to email us a video/photo of your child enjoying your favourite nursery rhyme</p>
Friday 17 November	<p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mr Mason (Assistant Headteacher for Secondary) and Miss Gibney (Assistant Headteacher for Primary)</p> <p>Primary assembly: 9.30 – 10am Key stage 3 and 4: 10 – 10.30am Key Stage 5 – 10.30: 11am</p> <p>Open Coffee morning: 9.30 – 11am</p>	We encourage families to attend where they are able. If there is any topic you would like to hear about or contribute to during the coffee mornings, please advise school via your child's class teacher.
Friday 17 November	Children in Need Day	Students are welcome to attend in non-uniform and/or spotty accessory. Any voluntary contributions will go towards the national Children in Need campaign
Friday 17 November	Internet safety session 2	You will receive a Parentmail with a link to this webinar
Monday 20 November	Road Safety Week	All classes will be recapping their personal development travel training programme and will be out and about practising their road safety
Saturday 25 November	Christmas Fair	<p>Please join us at Abbot's Lea School 12pm – 3pm. We will have various stalls and games. Any money raised will all directly impact our students.</p> <p>We are still looking for the volunteers – please contact om@abbotsleaschool.co.uk if you can spare an hour or two!</p>
Friday 1 December	Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mr Mason (Assistant Headteacher for Secondary) and Miss Gibney	We encourage families to attend where they are able. If there is any topic you would like to hear about or contribute to during the coffee mornings, please advise school via your child's class teacher.

	<p>(Assistant Headteacher for Primary)</p> <p>Primary assembly: 9.30 – 10am Key stage 3 and 4: 10 – 10.30am Key Stage 5 – 10.30: 11am</p> <p>Open Coffee morning (please see row below): 9.30 – 11.30am</p>	
Friday 1 December	Supporting Sensory needs training 9.30-11.30am	This family training session will take place during our coffee morning. Please note the slightly extended time of 9.30 – 11.30am
Thursday 7 December	Christmas Jumper Day	All students are welcome to wear and Christmas Jumper or accessory
Thursday 7 December	Christmas Dinners!	A letter will be sent nearer to the time for an indication of which students would like a Christmas dinner. These will be provided by school.
Friday 8 December	Internet safety session 3	You will receive a Parentmail with a link to this webinar
Friday 8 December	<p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mr Mason (Assistant Headteacher for Secondary) and Miss Gibney (Assistant Headteacher for Primary)</p> <p>Primary assembly: 9.30 – 10am Key stage 3 and 4: 10 – 10.30am Key Stage 5 – 10.30: 11am</p> <p>Open Coffee morning: 9.30 – 11am</p>	We encourage families to attend where they are able. If there is any topic you would like to hear about or contribute to during the coffee mornings, please advise school via your child's class teacher.
Friday 15 December	Christmas Showcase Day! Today, there will be a change to the normal assembly pattern	<p>During the morning there will be a Christmas Story Showcase for all students who are able to and wish to take part.</p> <p>During the afternoon, those students who could not yet take part in the morning's performance will enjoy an afternoon of Christmas arts and crafts with their families</p>

		Families who attend the Christmas craft afternoon are welcome to take their children home at 2.30pm. Further information and timings will be sent nearer the time
Friday 15 December	Internet safety session 3	You will receive a Parentmail with a link to this webinar
Monday 18 December	Learning journeys will be sent home this week	Please enjoy looking at your child's journey in pictures and comments through the first Term of this academic year
Thursday 21 December	Christmas party day with a special visitor!	Students will enjoy a Christmas party, planned and led by our Key Stage 5 students
Friday 22 December	Internet safety session 3	You will receive a Parentmail with a link to this webinar
Friday 22 December	No assembly Christmas film and snack morning School finishes at 1pm	Please ensure that you inform transport that all students must be picked up at 1pm

Attendance and punctuality

There is clear evidence that strong attendance at school links to strong educational outcomes for students. If your child's attendance is below 90%, we will expect to work closely to understand your family context and work with you on providing the support you need to help your child improve their attendance.

We appreciate that for many of you, punctuality is not within your control, as you rely on SEN transport providers to bring your child to and from school.

However, where you are in control of the journey to school, we do expect a punctual arrival.

Despite a heavy flow of traffic, all students have been consistently in lessons by 9.15am each morning unless their transport has arrived late.

In the same way as we monitor attendance, we now also monitor punctuality and will be inviting the families of those students who are regularly late to explain their situation to us so that we can support improved compliance with a punctual arrival to school.

Assemblies

Assemblies are facilitated by Mrs Tobin (Deputy Headteacher), Miss Gibney (Assistant Headteacher – Primary Department) and Mr Mason (Assistant Headteacher – Secondary Department).

However, each week a different person or class will lead the assembly. When your child's class leads the assembly, their teacher will contact you in advance to let you know.

We work with high expectations that by the end of the year, all students will be able to sit through a whole assembly and listen well. However, we recognise that this skill, like any, needs to be taught. In order to do so, we will follow a graduated approach to full attendance in assembly for our younger students.

We warmly welcome families to attend assemblies (with coffee morning on the same day). However, if your child leaves assembly before the end, you are invited to leave with your child and enjoy a “stay and play” session with your child in their classroom (or other designated area.) Where the weather permits, we will be making great use of our fantastic grounds. Any students who leave assembly will do so with their class and remain in their class group with any family members.

I share with you below our gradual approach to full attendance in assembly.

	Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
Ireland, Wales, Portugal, France, Italy, Spain and Canada	Welcome song followed by “stay and play”	Welcome song and class assembly followed by “stay and play”	Welcome song, class assembly and birthdays followed by “stay and play”	Full assembly	Full assembly	Full assembly

I hope that you find this information useful. Should you have any questions, please do not hesitate to contact your child’s class team.

Yours sincerely

Mrs E Tobin

Deputy Headteacher