

Attendance Newsletter

April 2022



Birley Primary Academy
A L.E.A.D. Academy

"Leading Learners to Succeed"

ATTENDANCE MATTERS



Dates to Remember

"Next year's term dates!
Take a look at Page 2"



Barbara Sawyer is our Attendance Officer.

She works in school everyday to improve attendance and punctuality throughout the school, from nursery all the way to Y6.

Her working hours are:
Monday - Thursday 8am - 4pm
Friday 8am - 3.30pm

Attendance Phone Line

Barbara can be contacted on the school phone number 0114 2399002.

Please press 2 for attendance.

If Barbara is not available please leave a message.

Alternatively, Barbara's email address barbarasawyer@birleyprimaryacademy.co.uk
If you do need to keep your child at home, it's important to phone school on the first day of absence.

Please let us know that your child won't be attending and give a reason.

"Not well" is not enough information to keep other children and school staff safe and well, especially our vulnerable children and staff.

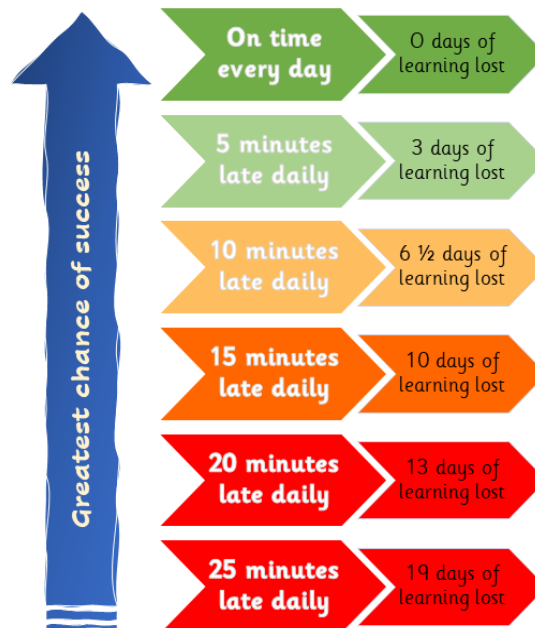


Punctuality

Look out for our Early Bird week coming soon!



Getting here on time every day is really important in helping your child to become a happy and successful learner



Contact Us

Tel: 0114 2399002

enquiries@birleyprimaryacademy.co.uk



Follow us on Twitter @birleyprlead

For more information and to view our attendance policy visit our website: www.birleyprimaryacademy.co.uk

Notification of Term Time Leave



At Birley Primary Academy

we continue to follow government guidelines which state that Headteachers cannot grant any leave of absence during term time unless in exceptional circumstances.

Therefore any holidays are classed as unauthorised and will be referred to the Local Authority which may result in the issuing of a fixed penalty notice.

If you require term time leave for another reason, such as a wedding, funeral, graduation etc, these requests can also be submitted on the our Notification of Term Time Leave form.

You can access our Notification of Term Time Leave form on our website. This can be found in the parents section under attendance. The form can be filled in online and emailed to Barbara Sawyer, or downloaded, filled in and returned to the school office.

The form will be completed and returned to you with a decision letter.

The form also helps to support our safeguarding duty.

Term Dates this Academic Year

May 2022

May Day Bank Holiday

School Closed: Monday 2nd May

School closes on

Friday 27th May 2022 at the end of the day.

June 2022

Staff Training Day

Monday 6th June 2022

School reopens on Tuesday 7th June 2022

July 2022

School closes on

Friday 22nd July 2022 at the end of the day.

Term Dates 2022-2023

September 2022

*Staff Training Days: Thursday 1st September
and Friday 2nd September 2022*

**School opens to pupils on
Monday 5th September 2022**

October 2022

**School Closes on Friday 21st October 2022
at the end of the day.**

Staff Training Day: Monday 31st October 2022

**School reopens on
Tuesday 1st November 2022**

December 2022

**School closes on Friday 16th December 2022
at the end of the day.**

January 2023

**School opens on
Tuesday 3rd January 2023**

February 2023

**School closes on Friday 10th February 2023
at the end of the day**

Staff Training Day: Monday 20th February 2023

**School reopens on
Tuesday 21st February 2023**

March 2023

**School closes on Friday 31st March 2023
at the end of the day.**

April 2023

**School reopens on
Monday 17th April 2023**

May 2023

May Day Bank Holiday

School Closed: Monday 1st May 2023

**School closes on Friday 26th May 2023
at the end of the day**

June 2023

Staff Training Day: Monday 5th June 2023

**School reopens on
Tuesday 6th June 2023**

July 2023

**School closes on Friday 21st July 2023
at the end of the day**



**We value your voice and
would like you to join us on
our journey of
improvement**