

Children should attend school **every day** unless they are too ill to. If they are ill, please take them to the doctor's and bring in proof if you can. Try and arrange any appointments outside of school hours.

If children are unwell in school then we will call parents and ask them to bring medication in the first instance. If they do not improve, we may then send children home. Please ensure we have your up to date phone numbers to ensure that we can reach you if needed.

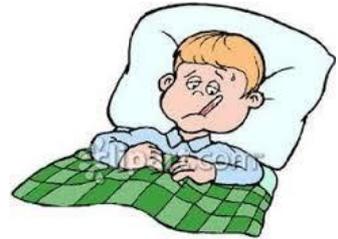
Please note: we are now able to administer Calpol, Paracetamol or Ibuprofen that is not prescribed by a doctor as long as you fill in consent forms at the office.

Ensure your child eats healthily and drinks plenty of vitamin C as this will boost their immune system and help them to keep healthy through the long winter months.

To keep up to date with all school related news, please ensure we have your up to date mobile numbers at the main school office.

If you have any problems getting into school due to distance, please look at the website below, which gives you all the information you need to apply for travel assistance.

<https://www.birmingham.gov.uk/info/50052/school-travel/888/apply-for-free-school-travel-assistance>



The cold weather is fast approaching, brrrr. We would like to support you with a few tips on the best ways of ensuring that your children are still able to access the schooling that they are entitled to, even when the weather is cold, snowy or raining.

It is an expectation of the LA and Government that all children will attend school every day that it is open, whatever the weather.

On days when it snows, there is a full health and safety risk assessment carried out on the school site to ensure that it is safe for children to attend school. If school is open then you can rest assured that the site is safe for your children to attend. If there is any danger then school will remain closed and you will be informed via text message. It will also be on the school website www.hifield.bham.sch.uk

As a school, we expect all our children to have attendance above 97%. There is a noticeable increase in absence when the weather is cold or wet. This is not a good enough reason to keep your child at home.

Children do not get ill from cold weather. In fact it can be very refreshing to get out of the house and into the cool, fresh air.



Wrap your children up warm in a coat, hat, scarf and gloves. A good pair of boots or wellingtons is a great way to keep them warm and dry on the walk to school.



As part of our commitment to improving the attainment of our pupils, we monitor attendance on a regular basis. During our regular monitoring of our pupils, we identify any pupil, whose attendance causes concern, including those pupils who have arrived late to school on a number of occasions. Just being 5 minutes late to school every day can have a considerable impact over the whole school year. In the Autumn Term we have had **1690 late marks!** I am sure you will agree we have had far too many late children. We need to reduce this to ensure that their education does not suffer.

You may have noticed on Fridays we have the bee out to encourage all our children to "BEE ON TIME". If you missed the bee, make sure you arrive on time between 8:45am-8:55am. We will be giving out lots of stickers to all children who arrive on time. Make sure you get yours!



We understand that school mornings can be hectic, but when your child is late for school they are missing vital parts of their education - every minute counts! If children are late for school or lessons, it all adds up to lost learning over the school year. Look at how much school they could miss out on.



Minutes late per day during the school year	Equal days' worth of teaching lost in a year
5 minutes	3 days
10 minutes	6.5 days
15 minutes	10 days
20 minutes	13 days
30 minutes	19 days



School Starts at **8:55am**; the school doors open at **8:45am**. If your child arrives after 8:55am, they are late and must go to the main office where they will be signed in late. This is so we can mark them as being present in the building and ensure that they are accounted for in the event of an emergency. Late marks after the register closes are recorded as an **unauthorised session and can lead to Fast Track proceedings and possible legal action.**

Helpful tips

- Help your child get their school bag packed the night before
- Make sure their uniform is ready, especially after the weekend and holidays
- Get them to bed at a reasonable time so they have good night's sleep
- Set the alarm clock early enough to allow plenty of time to get ready properly
- Make sure they have some breakfast
- Make sure their homework is completed the night before
- Set off early from home

