



NEWSLETTER

4TH SEPTEMBER 2025



A very warm welcome back to Sires Hill Primary Academy, especially for those children and families who are joining us for the first time.

This newsletter will be longer than most as it aims to provide you with key information for the year.

Do also check our website regularly.

The school newsletter is emailed out once a fortnight, usually on a Monday. It includes important information and an updated diary for the year.

The staff team have worked hard over the summer to prepare for another year of enriching learning and exciting trips and visits. They are a phenomenal team and everything they do has your child at the heart of it.

HOW TO HELP YOUR CHILD TO BE SUCCESSFUL AND ENJOY SCHOOL

We want every child to enjoy school and will work with you to try to achieve that. There are simple things that you can do to support this and give your child every chance of success.

- Sensible bed time free of devices.
- Ensure your child attends school every day unless they are too ill to attend. Avoid routine appointments with dentists etc during the school day.
- Ensure your child is brought to school **on time every day and they are picked up on time.**
- Ensure that they eat breakfast before coming to school.
- Ensure your child attends school in the correct uniform every day with everything they need - water bottle, reading books.
- Keep toys, jewellery and other things that are special to the child at home.
- Read to your child, with your child and talk about the books building up vocabulary.
- Talk to the staff in your child's class team if you have concerns as soon as they arise so that they can be dealt with as soon as possible.
- Check texts, apps, and access to the internet and limit this where it is not suitable. Make sure you check your child's phone regularly.

Looking ahead	
3rd September	Term starts at 8:40am for Year 1 and Year 2 children only
3rd & 4th September	Reception transition - Your child will have been allocated either a Morning 8:40 - 11:10am slot or Afternoon 1- 3:30pm slot
4th September	Pre-school and Owlet Parent information meeting 9:30am
5th September	Reception children in school full time from 8:40am - 3:30pm
5th September	Owlets & Pre-school 1:1 parent meetings (new families only)
8th September	First day of Pre School (Ducklings) and Nursery (Owlets)
16th September	Phonics workshop for parents 9:00am
23rd September	Year 1 Toys & Games Workshop (in school)
24th September	Flu vaccinations



01235 250970



www.sireshillprimaryacademy.org



office@sireshillprimaryacademy.org

Your School Team	
<p style="text-align: center;">School Office</p> <p>Please speak to our friendly office team if you need to see a member of staff, have an issue with Arbor, or to check any queries or questions.</p>	Hayley Anderson
<p style="text-align: center;">Executive Principal</p> <p>I am very proud to be the Executive Principal. I have led the school since it opened in 2023. I also lead Didcot Primary Academy and spend time at both schools over the week</p>	Alison Ashcroft
<p style="text-align: center;">Vice Principal</p> <p>Kyla and Emmy are the Vice Principals at SHPA. We work in partnership to lead the school to provide your child with the best possible education.</p>	Kyla Butterworth Designated Safeguarding Lead Emmy Taylor Designated Safeguarding Lead
<p style="text-align: center;">Special Education Needs Coordinator</p> <p>The SENCO is responsible for co-ordinating and leading the school approach to ensuring that children with special educational needs are receiving the best support. Lianne will be at SHPA on a Monday.</p>	Lianne Vickers
<p style="text-align: center;">Phase Leaders</p> <p>The phase leaders are responsible for developing the teaching and learning within their phase of responsibility.</p>	Shelley Bennett Early Years -Owlets, Pre School and Reception
<p style="text-align: center;">Caretaker</p> <p>Our caretaker works hard to ensure our school is safe and ready for learning.</p>	Barry Pitchers

Early Years Early Years Leader: Shelley Bennett		
Owlet Class - 2 year olds Gladys Mante Nicola Allinson	Pre-School - Duckling Class Savannah Hopkins-Simon Lucy Roberts	Reception - Dragonfly Class Shelley Bennett Pamela Dean
Key Stage One		
Hedgehog Class - Year 1 Stephanie Thompson-Lush Pamela Dean	Dolphin Class - Year 1 Charlotte Truscott Pamela Dean	

SAFEGUARDING AT SIRES HILL PRIMARY ACADEMY

Safeguarding is everyone's business. The staff team at Sires Hill Primary Academy are all trained in Safeguarding and have to be curious. All concerns are noted on our system and the majority of these will be discussed with parents and carers before contacting social services. The only time when there will not have been an initial discussion is when it is felt by professionals that a child could be put in danger.

If a member of staff has a concern about your child they have to report it on our safeguarding system. The Designated Safeguarding Leaders: Mrs Butterworth, Miss Taylor, Mrs Ashcroft and Mrs Bennett will all be able to view this concern -but no other member of staff. They will then make a decision about what happens next: to monitor, to discuss with yourself or your child, or to seek further support. If further information is needed you will then be contacted by a member of the team. You may be asked for information to complete a Strength and Needs form as this is usually requested by social services. The main aim of any of this is to help your child and to support your family. If a referral to social services is made they will then carry out an assessment to determine what happens next. This could be nothing and the case could close, you may be offered family help or, for more serious cases, it could progress to a Initial Child Protection Conference where professionals will decide if a child should be placed on a Child Protection Plan. The school will continue to work with you to support your child throughout the process.

Please help us to help you. If your child has been upset about something that has happened at home or has sustained an injury at home, please let your child's teacher know (or email the office) as soon as possible.

UNIFORM

PLEASE ENSURE THAT YOUR CHILD WEARS THE SCHOOL UNIFORM EVERY DAY OWLETS & PRE-SCHOOL

- White polo shirt (with or without logo)
- Purple sweatshirt with logo
- Own choice of leg wear
- trainers/shoes

Do not send your child into school in crocs, wellies or sandals

RECEPTION - YEAR 2

- White polo shirt (with or without logo)
- Purple sweatshirt with logo
- Dark grey shorts, trousers (not leggings), pinafore, skirt
- Grey, white or purple socks/tights
- Black school shoes or plain black trainers

PE Uniform

You will be told which days are PE days and this is when the PE uniform will be worn. Children do not get changed at school and must come to school in their PE kits on these days.

- House colour top with logo
- Plain black hoodie, school sweatshirt or Omnia hoodie
- Black shorts, tracksuit bottoms or leggings
- trainers (any colour)

Long hair (past shoulder length) must be fully tied back every day. Small purple/black accessories may be worn. No animal headbands. No jewellery (exception of small studs but not on PE days)

No make up

BIRTHDAYS

When it is your child's birthday on a school day, this will be celebrated in school with the class singing to them. Due to the number of serious allergies in school please **do not bring sweets, party bags, cake or other treats in to share with the class.**

Please note that having a day off for a birthday is not permitted and will be recorded as an unauthorised absence.



PARKING

- Please be considerate if you have to drive to school to drop your child off and park in a safe place without blocking the driveways of residents.
- We actively encourage 'Park & Stride' at SHPA so please take the opportunity to park in one of the bays a few minutes walk from school to help reduce congestion.
- **PLEASE DO NOT USE THE STAFF CARPARK**

CONCERNS AND QUERIES

If you need a longer discussion with your child's teacher, please do speak to the office to make an appointment so that you can be allocated sufficient time. This will be made at a mutually agreeable time and could be a phone call if that is preferable.

EXTENDED HOURS

School staff run our extended hours which operates from 8:15am daily. This service needs to be paid for in advance and booked with the school office. We are not part of the government launch scheme of free breakfast clubs and there is a charge for this service.

AFTER SCHOOL CLUB

There is a wrap around service run by 'Get Active' that operates daily at school for those children in Reception Class and above. This operates until 6pm. Please contact the office for more details.

We run clubs within the school day on a Friday afternoon so that 100% of our school population can benefit from pursuing an interest. Children are expected to commit to their selected club for a half term.

BEFORE SCHOOL....

- The main gate will open at 8:40am
- The gate will be shut promptly **at 8:50am. So please make sure that you have left the grounds by this time. There is sufficient time to do so.**
- Parents and carers remain responsible for their child until they are within the classroom.
- Your child's teacher will be at the classroom door to greet each child as they come in.
- This is not the best time to try to have a discussion with your child's teacher as they will be busy settling children in the classroom and getting ready to teach.
- If you have an urgent message to give to the class team, please speak to the school office.
- Please do not allow your child (or younger children) to use the play equipment or any other equipment that has been set up ready for the day ahead.
- Please do not allow your child to pick the plants grow in in the flowerbeds throughout the school.
- Owlets, Pre-school and Reception should proceed through the Pre-School Gate to get to the classrooms. Children in Year 1 and 2 should proceed across the playground and around to access their classroom.
- Please do not enter the classrooms.
- If your child has ridden a bike or scooter to school, please ensure that they dismount at the top of the slope and walk it to the storage sheds.

AFTER SCHOOL....

- The school gate will open at 3:25pm for you to go and pick your child up.
- Children will only be dismissed to a known adult. If a different person is picking up your child (play date etc) please contact the office to let them know. They will then issue you with a password to give to the adult. The password changes daily. Children will not be handed over to a different adult without the password.
- The gates will shut promptly at 3:35pm.
- School play equipment is not to be used after school.
- If you need to speak to your child's teacher quickly, please wait until all children have been dismissed from the class so that staff can continue to dismiss the other children.
- Once the child has been handed over to you, they become your responsibility. Please keep them with you rather than allowing them to run ahead.
- It is highly likely that your child will be hungry at the end of the day- they will have been working hard.

SCHOOL LUNCHES

Please make sure that you have selected your child's lunch on the Fresh Start website in good time to avoid disappointment. We have a fantastic catering team but they need to know in advance so that sufficient ingredients are sourced! Please do discuss the meal choices with your child so that they know what they are expected to eat every day. It is very difficult for the kitchen to offer alternative meals when a child decides that they do not like what has been chosen. We will let you know if your child is not eating their lunch.

PACKED LUNCHES

You are, of course, welcome to send your child in with a packed lunch. These are stored in the classroom. Please make sure that you follow these guidelines:

- We are aiming to be a NUT FREE school. This means that any nut products, or products made with nuts are not permitted. This includes chocolate hazelnut spread.
- No fizzy drinks
- No sweets

PAYMENTS FOR TRIPS AND EVENTS

As per our 'Charging Policy' curriculum trips and events (with some exclusions) do not carry a payment but in order for the trip to go ahead we will ask for a 'parental contribution'. So whilst the payment looks optional, we would politely ask that if you are able to pay the 'contribution' in full that you do. This is purely the cost of the trip. The school does not make any profit on any trip. The bulk of the cost is usually transport as the coach costs are enormous. We work hard to keep these as low as possible. We would never leave a child behind because they have not paid, however, should insufficient funds be collected, the whole trip could be cancelled as there is not sufficient money within the school budget to fund this.

KEEPING YOU INFORMED...

We aim to work with you, in partnership, to keep you informed about your child's progress and curriculum - both academic and pastoral. There are a number of ways that we do this:

1. **Curriculum Information** - you will receive information, each full term, about your child's curriculum for that term. This is a summary of the content that will be taught to your child so that you can have informed discussions about this at home. This leaflet will also be available on the school website.
2. **Meetings with the class teacher** - we call these 'Learning Reviews' and they are held twice a year - in October and again in February. These ten minute appointments are an opportunity to hear and talk about how your child is doing. These will be held in person or via the telephone. You will also be able to view their books.
3. **Progress Reports:** You will receive a report in February with your child's latest assessment against areas of the curriculum. In July you will receive a more detailed annual report. These will be emailed to you.
4. **Meetings/Workshops:** We will be running a series of meetings/workshops during the year which will usually start at 9am. The PowerPoints will be available to those that are unable to make it during the school working day.
5. **Newsletters** - This newsletter is sent out at least once a fortnight - usually on a Monday. There will be information about things that have happened/will be happening in school as well as an updated diary.
6. **Website** - Our website holds a huge amount of information which is updated. You can find information about your child's curriculum and year group (including timetable) on the Curriculum tab of our school website: Curriculum Information by Year group
7. **Emails** - Our school office team endeavour to keep you informed and reminded through emails. They might not be able to remind you about every single event - so make sure you put the dates in the diary
8. **Responding to your queries:** If you send an email into school this will be dealt with as soon as feasibly possible. If you have not had a response within 48 hours, please do contact the office again to ensure that we have received it.
9. **Facebook:** We have an official school Facebook account where we post various information and celebrations - do follow us to keep up to date.

ATTENDANCE

In line with the DfE Statutory Guidance (in force from 19th August 2024) we offer a supportive, stepped, attendance approach. We will offer a welcoming ethos with high expectations for all. We will assess data to identify absence trends & use preventative discussions/meetings with families to listen, understand & support to remove barriers. Where needed, we will formalise support to nurture improvement with Attendance Contracts and as a last resort we will consider intensifying support &/or enforce legal sanctions.

STEP 1 - Identify, Assess & Prevent

Our daily actions & processes aim to promote relationship building with children & families to prevent absence. This involves monitoring data trends & absence patterns to inform our conversations with you (& your child where age allows). The trigger for conversations is where absence is at risk of reaching the new National Threshold (**10 sessions (10 half days/5 days) within a 10 week rolling period**). Other daily actions involve promoting attendance positively, using praise & incentives, swift absence follow up, email &/or letter communication to raise your awareness of emerging concerns, processing requested or unrequested 'Term Time Exceptional Absence' & doing Home Visits to meet our safeguarding duties as required.

STEP 2 - Early Absence Support

We move to this step if the National Threshold for absence is met (authorised or unauthorised) to prevent further absence occurring. Discussions & meetings will be offered to identify if early support or reasonable adjustments are needed. This will be done using discussions &/or meetings to create a supportive action plan. An Early Help Assessment (EHA) may be required for some support to be accessed along with a Team Around the Family (TAF) Meeting Process

STEP 3 – Formalised Support

Where absence continues & initial support needs to be increased an Attendance Contract (AC) will be offered to formalise support. This is a 3-6 month nurturing plan of improvement to prevent further escalation. Achievable & individual targets will be set & reviewed regularly. Medical &/or other information will be actively sought at this point if required to work collaboratively with you & other agencies. An AC can run alongside other meetings e.g., TAF meeting.

STEP 5 – Legal Action – No Improvement

Legal action (Penalty Notice or Prosecution) MAY be requested from the Local Authority (LA) if Unauthorised Term Time Absence is taken, or if overall absence continues to occur & reaches or exceeds the National Threshold for absence, despite STEPS 1-4 being attempted. Statutory Guidance States a Referral to Children's Social Care for children with 'Severe Absence' (less than 50%) should be considered to obtain 'Intense Support'.

STEP 4 – Warnings – Concerns Remain

Where STEP 2 or STEP 3 support has been unsuccessful &/or declined, a 'Formal Warning' if AC has failed, or a 'Notice to Improve' Letter if no AC appropriate, will be issued to reinforce the need for immediate improvement. A Family Court Order such as an Education Supervision Order will also be considered as an alternative to prosecution.

PENALTY NOTICES & LEGAL ACTION

1st Offence (after 19th August 2024) of Term Time Leave &/or Irregular Attendance (10 sessions of Unauthorised Absence or more) = Fine of £160 per parent, per child if paid within 28 days. If paid within 21 days fine is reduced to £80 per parent, per child.

2nd Offence within 3 years (from 19th August 2024) = Fine of £160 per parent, per child payable within 28 days, no reduction available.

3rd Offence within 3 years (from 19th August 2024) NO PENALTY NOTICE considered. The case will be presented to **Magistrates' Court** under s444(1) or (1a) of the Education Act. If found guilty, a fine of up to £2500 per parent, per child can be issued. Convictions for s444(1a) offences will show on DBS record.

Term dates 2025-6

First Day of term	Wednesday 3 rd September 2025
Half term	27th October – 31 st October 2025
Last day of term	Thursday 18th December at 12 noon (nursery sessions finish on Wednesday 17th December)
Winter Holidays	19th December -2nd January
Further information	Wednesday 3 rd September 2025 and Thursday 4 th September 2025 half days for Reception children, allocated as either morning or afternoon. 5 th September in full time. 8 th September Pre-school children start on allocated days INSET DAYS Monday 1 st September and Tuesday 2 nd September Friday 10 th October 2024

Spring Term

First day of term	Tuesday 6 th January 2026
Half term	16th February 2026 – 20th Feb 2026
Last day of term	Pre school – Thursday 26th March 2026 Rest of school Friday 27 th March (school finishes at 12 noon, gates will open at 11:50am)
Easter/Spring holidays	30 th March till 10 th April 2026
Further information	Inset Days. Monday 5 th January Inset Day school closed to children

Summer Term

First day of term	Monday 13 th April 2026
Half term	25 th – 29 th May 2026
Last day of term	Pre school: Thursday 16 th July Rest of school: Friday 17 th July at 12 noon. Gates will open at 11:50am.
Further information	INSET DAYS Friday 12 th June, school closed to children

2025/26 Autumn Term

Dates and events are subject to changes. Correct at time of writing.

When	Who	What...
1 st & 2 nd September	Whole School	Inset Days - School closed to children
3 rd September	Year 1 & Year 2	Term starts at 8:40am
3 rd September	Reception	Reception transition - Your child will have been allocated either a Morning 8:40 - 11:10am slot or Afternoon 1- 3:30pm slot
4 th September	Pre-school and Nursery	Pre-school and Nursery information meeting 9.30am
4 th September	Reception	Reception transition continues - Your child will have been allocated either a Morning 8:40 - 11:10am slot or Afternoon 1- 3:30pm slot
5 th September	Reception	Reception children in school full time from 8:40am - 3:30pm
5 th September	Pre-school and Nursery	Pre-school and Nursery transition - New families will be allocated a slot for a 1:1 meeting with your child's teacher
8 th September	Pre School & Nursery	First day of Pre School (Ducklings) and Nursery (Owlets)
16 th September	Reception	Phonics Parent Workshop for families 9:00am
23 rd September	Year 1	Year 1 Toys & Games Workshop (in school)
24 th September	Whole School	Flu Vaccinations

2025/26 Autumn Term
Dates and events are subject to changes. Correct at time of writing.

When	Who	What...
26 th September	Whole School	World Celebration Day
8 th October	Whole School	Individual School Photos
10 th October	Whole School	INSET DAY - School closed to pupils
14th October	Year 2	Trip to Didcot Railway Centre
17 th October	Whole School	Wear red for Show Racism the Red Card Day
21 st October	Reception	Reception Class local area walk
22 nd & 23 rd October	Pre-school to Year 2	Learning review meetings
27th October - 31st October	Whole School	Half Term - school closed to pupils
10 th - 14th November	Whole School	Anti-Bullying Week Monday 10 th November Odd Socks Day
9 th December	Year 1	Christmas Craft Afternoon with family 2:15pm
11 th December	Pre-school & Owlets	Christmas Craft Afternoon with family 2:15pm
12 th December	Year 2	Christmas Performance 2:15pm (no under 5's to attend)
16th December	Year 1 & 2	PCSO Visit for Key Stage 1
16 th December	Reception	Christmas Performance 2:15pm (no under 5's to attend)

When	Who	What...
26 th September	Whole School	World Celebration Day
17 th December	Owlets & Pre-school	last day of term
18 th December	Reception - Year 2	no pre-school sessions. School closes at 12 noon. Gates open at 11:50am.

2025/26 Spring Term Dates and events are subject to changes. Correct at time of writing.		
When	Who	What...
6th January	Whole School	Term starts at 8:40am
30th January	Year 2	School trip to Hampton Court Palace
3 rd February	Whole School	Circus Skills Workshop
10 th February	Whole School	Safer Internet Day
11 th & 12 th February	Pre-school - Year 2	Learning Review Meetings
16th - 20th February	Whole School	Half Term
24 th February	Year 1	Great Fire of London Workshop
5 th March	Whole School	World Book Day
26 th March	Pre-school & Owlets	Last Day of Term for Owlets & Pre-school
27 th March	Reception - Year 2	End of term at 12 noon. Gates open at 11:50am

2025/26 Summer Term
Dates and events are subject to changes. Correct at time of writing.

When	Who	What...
13th April	Whole School	Summer Term starts at 8:40am
28 th April	Pre-school	Trip to Sutton Courtenay Environmental Centre
12 th May	Reception	Trip to Beale Park
19 th May	Year 1	School Days Workshop
Date TBC	Pre-school & Owlets	Mini Sports Morning
Date TBC	Reception - Year 2	Sports Afternoon
25 th - 29 th May	Whole School	Half Term
12 th June	Whole School	INSET Day - School closed to pupils
30 th June	Year 2	Trip to Hengistbury Head
10 th July	Whole School	Annual Reports will be emailed out to you
16 th July	Owlets & Pre-school	Last Day of Term for Owlets & Pre-school
17 th July	Reception - Year 2	End of term at 12 noon. Gates open at 11:50am