



Castleford Road
Normanton
West Yorkshire
WF6 1QU

Telephone: 01924 890576
Executive Headteacher: Miss Sarah Gordon
Head of School: Mr Adam Riby
Chair of Governors: Matt Elliott
Email: sgordon@watertonacademytrust.org
ariby@watertonacademytrust.org

Friday 14th January 2022

Dear Parents and Carers

Medical Appointments

Wherever possible we request that dental and medical appointments are made at the end of the school day or during the school holidays. Where this is not possible, parents are required to verify the appointments at the office with an appointment card/letter/text. If verification is not provided, the absence will not be authorised. Pupils should only be out of school for the minimum amount of time for the appointment. Pupils who are reported as absent because they are attending a medical appointment are marked with an 'M' code. If a pupil returns to school during the same sessional time following a medical appointment, they will be recoded as 'present'. Evidence of the medical appointment must be provided in this case.

Watches

Watches may be worn as long as parents accept that we can take no responsibility if they get lost when children remove them for PE. Smart/toy type watches are unsuitable for school and should not be brought in.

School Meals

If you have pre ordered a meal for your child and they are off school through illness, please cancel your child's meal via the Feeding Hungry Minds website before 9.30am. This will ensure you or the school don't get charged.

If you think you may be entitled to Free School Meals, please email the office at npcadmin@watertonacademytrust.org and we will arrange for the necessary form to be sent to you.

Farewell and good luck!

We say goodbye to Miss Ho on Friday 21st January who will be leaving us to pursue a Postgraduate Diploma in Mental Health Practice in Education Settings in order to support children with their mental wellbeing in school. We thank her for her hard work over the last few years and wish her the very best in her new role.

Parent Governor Vacancy

We currently have a vacancy for a parent governor. School governors play a key role in raising school standards and monitoring the school's performance. They work as a corporate body to hold senior leadership to account and make important recommendations to strengthen school policy. Governors support the school in a variety of ways in addition to attending governing body meetings. It is a vital and worthwhile role. All those elected or appointed to boards should fulfil their duties in line with the seven principles of public life (the Nolan principles). They should understand the impact of effective governance on the quality of education and on outcomes for all children and young people.

To find out more about being a parent governor please go to www.becomeagovernor.com

Designated Safeguarding Lead: Mr A Riby Safeguarding Governor: Mrs P Forbes
Deputy DSL: Miss S Gordon, Mrs S Conway, Miss H Ho

If you are worried a child is at risk of harm, please contact one of the above or **Social Care Direct on 0345 8503503**
Copies of the Safeguarding Policy can be obtained from the school office or downloaded from the school website.



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www.nga.org.uk/Be-a-Governor.aspx

If you are interested in being nominated for the parent governor vacancy at our school, please ask at the school office for a nomination form, alternatively email ncpaadmin@watertonacademytrust.org for an electronic form.

Upcoming Dates

Friday 18 th February 2022	School Closes – Half Term
Monday 28 th February 2022	School Reopens
Friday 8 th April 2022	School Closes – Half Term
Monday 25 th April 2022	School Reopens
Monday 2 nd May 2022	Bank Holiday
Thursday 5 th May 2022	INSET
Monday 9 th May – Thursday 12 th May 2022	KS2 SATS Week
Friday 27 th May 2022	School Closes – Half Term
Monday 6 th June 2022	School Reopens
Friday 22 nd July 2022	School Closes – End of Term
Monday 25 th July 2022	INSET
Tuesday 26 th July 2022	INSET

Our Attendance Target 96.5%

Congratulations to Robins 1 and Brownlee classes for achieving the highest attendance figures this week.

Reception & Key Stage 1			Key Stage 2		
	Attendance	Lates		Attendance	Lates
Robins 1 (Reception)	99%	3	Tomlinson Class (Y3)	96.43%	1
Robins 2 (Reception)	94.83%	0	Brownlee Class (Y3/4)	100%	0
Hepworth Class (Y1)	88.72%	2	Adams Class (Y4)	95.52%	5
Waterton Class (Y1/2)	97.93%	1	Bronte Class (Y5)	95%	1
Sharman Class (Y2)	90.91%	2	Cook Class (Y5/6)	93.43%	1
			Hockney Class (Y6)	91.95%	0

School attendance for the week is 94.8%, which is below our attendance target.

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Please report any absences by leaving a message **with a detailed reason for absence** (we cannot accept "unwell" or "feeling poorly") on 01924 890576 (option 1) before 9am or alternatively email NCPAttendance@watertonacademytrust.org

Yours sincerely,

A Riby
Head of School

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