

*We love and grow in Christ, we live and learn in partnership, we build and share together*

# St Francis of Assisi Catholic Primary School

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Headteacher: Mrs A E Naylor  
Deputy Headteacher: Mrs S Lamph

17<sup>th</sup> October 2025,

Dear Parents and Carers,

## **Parents Evening**

Just a reminder - Parents Evening is on 22nd October. Please make an appointment to see your child's teacher if you haven't already done so.

## **School Communication**

There are several ways that you can contact us if you need to. As always, you can use Class Dojo – the children have all been moved on to their current teacher so you can message directly. You can also telephone or speak to us directly, but please be aware that we may be in class teaching or in meetings at certain times of the school day.

We are a very approachable staff and recognise that positive relationships between home and school will always work to the benefit of our children. Like you, we want the very best for them and working together well will ensure that we achieve this.

## **Half-Term**

Please note that we will be finishing for half term on Friday 24<sup>th</sup> October at 3.15pm and children will return to school on Tuesday 4<sup>th</sup> November at 8.45am

## **The Lancashire SEND Roadshow**

Please look out for information emailed home regarding the Lancashire SEND Roadshow which will take place on the 22<sup>nd</sup> October from 9.30am at The Family Hub and Zone in Skelmersdale.

## **The Best Start in Life Website**

On 1 September 2025 the Department for Education launched the Best Start in Life website, as part of their [Plan for Change](#) and giving every child the Best Start in Life. This improved support for families builds on the proud legacy of Sure Start and will help more children be ready to start school.

[The Best Start in Life website](#) will officially replace the Childcare Choices website as the main source of information for early education and childcare support - offering a broader range of resources for families,



including eligibility for childcare offers, information about free breakfast clubs and Best Start Family Hubs in their area, and support on pregnancy through to starting school and beyond.

### **Attendance and Punctuality**

The School Attendance Officer from Lancashire County Council has been in school today looking at our school attendance data. As you are aware, if your child is unable to attend school, you need to contact us by telephone or letter to inform us. We may then authorise this absence.

You must also notify us on the first day of any unplanned absence. If you don't do so, we will contact you to check on the attendance.

If your child has been missing school without a reason, the absences will be unauthorised and will carry the risk of a [penalty notice](#) or prosecution.

If you have concerns about your child's attendance, you can contact us to discuss what help might be available and we will happily support you.

Full attendance in school is very important. Research has proven that there is a high correlation between school attendance and academic performance and success. Absence from school is often the greatest single cause of poor performance and achievement.

#### *Why is it so important to attend every day?*

- Learning is a progressive activity; each day's lessons build upon those of the previous day(s).
- Reading the material and completing work independently does not compensate for direct interaction with the teacher.
- Many classes use discussions, demonstrations, experiments and participation as part of the daily learning activities, and these cannot be made up by those who are absent.

#### *Are there other benefits to my child?*

- Pupils with good attendance records generally achieve higher grades and enjoy school more.
- Having a good education will help to give your child the best possible start in life
- Regular school attendance patterns encourage the development of other responsible patterns of behaviour.

Government legislation means that schools are not allowed to authorise requests for children to be taken out of school for a holiday during term time.

Requests for leave can only be granted by schools if there are "exceptional circumstances" and holidays are not considered exceptional. Requests for leave must be made to the Headteacher in advance, as the

Department for Education has told schools that they cannot authorise any absences after they have been taken.

We publish our attendance data every week in the school newsletter.

### **After-School Activities**

Tuesday 3.15pm - 4.15pm Basketball Club for Year 5 and Year 6 (West Lancs School Sports)

We are in the process of organising more extra-curricular clubs and activities which our staff kindly volunteer to run. Details to follow when these are finalised.

### **Places in Reception for September 2026**

Lancashire County Council's school admissions for children starting primary school or moving to secondary school in September 2026 opened on Friday 1 September 2025.

Parents can apply online at [www.lancashire.gov.uk/schools](http://www.lancashire.gov.uk/schools) - it's quick and easy!

The national closing dates for applications are:

- 31 October 2025 for secondary applicants
- 15 January 2026 for primary applicants.

We have places available for children in Nursery if you know families who may require a place. Direct them to contact the school office on 01695 558560 and we will be happy to assist.

### **The Household Support Fund**

The Household Support Fund is now available... Please spread the word and click the link below for further details:

[Household Support Fund - West Lancashire Borough Council \(westlancs.gov.uk\)](http://westlancs.gov.uk)

### **Directory of Support Services**

The Financial Inclusion Team at West Lancs Borough Council have generated a directory of resources that's easily accessible for anyone and everyone.

Please click the link below to have a look as it's a great resource to have to hand.

[Directory of Support Services - West Lancashire Borough Council \(westlancs.gov.uk\)](http://westlancs.gov.uk)

Best wishes,

Ann Naylor (Headteacher)