email: **admin@broombarns.herts.sch.uk**

Reminder – If you need newsletters or policies translated, please contact the office.

The following dates are a small fraction of the term and diary dates the school have arranged. Please check our website for future dates, events, Insets and term dates: Broom Barns Primary School » Diary Dates

Mon 6th January 2025	Children Return to School at 8.50am
Tue 7th January 2025	Y3 Swimming Lessons Start
Thu 23rd January 2025	Young Voices at the O2
Mon 27th January 2025	Chinese New Year Dance Day – paid for by the school
Thu 30th January 2025, 9:00am - 10:30am	Reception trip to the library - Free
Thu 30th January 2025, 10:00am - 11:30am	Year 1 trip to the library - Free
Fri 31st January 2025	Author Serena Patel visit – paid for by the school
Mon 3rd February 2025, 9:00am - 10:30am	Year 2 trip to the library - Free
Mon 3rd February 2025, 10:00am - 11:30am	Year 4 trip to the library - Free
Tue 4th February 2025, 9:00am - 10:30am	Year 3 trip to the library - Free
Tue 4th February 2025, 9:00am - 10:30am	Year 5 trip to the library - Free
Thu 6th February 2025, 1:30pm - 3:15pm	Year 6 trip to the library - Free
Fri 7th February 2025, 2:45pm	Year 4 Assembly
Wed 12th February 2025, 2:30pm - 3:15pm	Book Look Year 1 to Year 3
Thu 13th February 2025	Children Finish at 3.20pm for Half Term
Thu 13th February 2025, 2:30pm - 3:15pm	Book Look Y4-Y6
Fri 14th February 2025	Inset Day – School Closed to Pupils
Mon 17th February 2025 - Fri 21st February 2025	Half Term

We hope everyone had an enjoyable Christmas. As we begin the new year, we are excited to welcome everyone back and are looking forward to the new term.

We have lots of upcoming special events and trips please check our website for further dates. https://broombarns.herts.sch.uk/news-dates/diary-dates/

Our congratulation go to Mr and Mrs O'Sullivan, previously Mrs Millins (Y5), on their wedding over the Christmas break. We send them best wishes for a happy future together.

Mrs Phillips   Miss Arnold

WELCOME TO THE TEAM!

We would like to welcome Mrs Phillips and Miss Arnold to the Broom Barns team. Mrs Phillips started at Broom Barns last term and is a new Learning Support Assistant in Year 4. Miss Arnold joined us this month and is a new Learning Support Assistant working in Year 1 & 3. We are sure you will make them feel welcome.

If your child was fortunate enough to receive a school for Christmas, **please ensure it has the child's name on it** somewhere when bringing it to school.

REMINDER Please ensure your child gets off and walks their wheels when on school grounds.

Instagram

If you would like to follow us on Instagram, **please send you Instagram username into school via your Arbor App** messages, so we can confirm identity. Thank you. The school also has an Instagram account: Broombarnsprimary (Official). Please note we do not use the Instagram message section for communication.

It is the season for coughs, colds and flu.

Children with the flu should stay home from school and childcare until they feel better and haven't had a fever for at least 24 hours without using a fever-reducing medicine. Some children may need to stay home longer.

Recording an absence for your child is now quick and simple This system replaces sending app messages or emails regarding absences.

How to record an absence, click on:

1. Go to the home page of the Arbor app,
2. Click on the orange Quick Actions tab,
3. Click attendance,
4. and on the right-hand side you will see a green box, click 'Log Absence'.

https://support.arbor-education.com/hc/en-us/articles/19947254592029-Logging-absences-on-the-Parent-Portal-and-Arbor-App

After-School Club Questionnaire - Results

Last month we asked parents and carers how often they would use an after-school club. Unfortunately, the results below show that it is not financially viable to run an after-school club at present.

Never	Occasionally	1-2 days a week	Every day
62	17	5	7

Clubs for January to February 2025

Please note the afterschool sports clubs are available to make bookings.
Places will not be held until payment has been made.
IMPORTANT : If the pay section does not allow you to pay, then the club will be full.

The clubs will run from the first day after the Christmas break, 6th Jan, until week beginning 10th Feb 2025. Please keep a note of the dates once your child has been booked in.

Mondays - 6th Jan to 10th Feb - 3.20-4.20pm - Year 3 to Year 6 Performing Arts Club. Performing Arts = forms of creative activity that are performed in front of an audience, such as drama, music, and dance.

Mondays - 6th Jan to 10th Feb - 3.20-4.20pm - Year 4 to Year 6 Sketching Skills Club is led by Mrs Umney. In the Sketching Skills Club children will learn how to use a variety of H pencils to create shading and produce refined forms in their artwork.

Tuesdays - 7th Jan to 11th Feb - 3.20-4.20pm - Year 1 and Year 2 Rapid Fire Cricket Club. Rapid Fire Cricket is a fast-paced cricket game for children that teaches the basics of cricket.

Wednesdays - 8th Jan to 12th Feb - 3.20-4.20pm - Year 2 to Year 4 Soft Tipped Archery Club. Soft archery, are where arrows are fitted with soft tips or cups (not steel), is a great way to introduce archery to younger children.

Permissions

Please let the school office if you wish to change any

of the school permissions.

DfE attendance and absence codes currently in use in schools

Code	Full name	Description
The student is counted as present.		
/ or \	Present am or pm	Present in school during registration.
L	Late	Late arrival before the register has closed
The student is counted as present, at an Approved Educational Activity.		
B	Educated off Site	The student is at an off-site supervised educational activity approved by the school.
K	Education provision provided by LA	Education provision arranged by a local authority, rather than the school
P	Sporting Activity (Approved)	Pupil is taking part in a sporting activity that has been approved by the school and supervised by someone authorised by the school.
V	Educational trip	A residential trip organised by the school or a supervised strictly educational trip arranged by an approved organisation.
W	Work Experience	A student in the final two years of compulsory education is attending work experience.
The student is counted as absent, authorised.		
C	Other Authorised Absence	Leave of absence for exceptional circumstance
C1	Other Authorised Absence	Absence for a regulated performance or employment abroad
C2	Other Authorised Absence	Pupils on part-time timetables
J1	Interview	Leave of absence to attend an interview for employment or admission into another educational institution
E	Excluded	If a student is excluded but still on the admission register, they should be marked E, for up to the sixth consecutive day of any fixed period (referred to as 'suspensions' by the DfE from Autumn 2021) or permanent exclusion.
M	Medical/Dental Appointments	The student is absent due to a medical or dental appointment that could not be made outside of school hours.
R	Religious Observance	The student is absent for religious observance on a day designated by the religious body.
S	Study Leave	Study leave should be used sparingly and only granted to Year 11 pupils for public exams. Students should still be able to come into school to revise.
T	Traveller Absence	Used when Roma, English and Welsh Gypsies, Irish and Scottish Travellers, Showmen (fairground people) and Circus people, Bargees (occupational boat dwellers) or New Travellers are known to be travelling for occupational purposes and have agreed this with the school.

DfE attendance and absence codes currently in use in schools

I	Illness	This Illness code can be used for any form of illness, if you don't want to distinguish Covid-19 illness.
I01	Illness	This code maps to the statutory mark of I. This is for students absent due to non-coronavirus related illness (unless the truthfulness of the claim is in question). This code should not be used for medical or dental appointments.
I02	Confirmed case of Covid-19	This code maps to the statutory mark of I. This is for pupils who have a confirmed case of coronavirus.
The student is counted as absent, unauthorised.		
G	Family Holiday (Not Agreed)	The Holiday was not authorised by the school or in excess of the period determined by the headteacher.
N	No Reason	The reason for the absence has not been provided. If no reason for an absence is provided after a reasonable amount of time, it should be changed to O.
O	Unauthorised Absence	If the school is not satisfied with the reason given for absence they should record it as unauthorised.
U	Late (After Register Closes)	Schools should keep registers open for a reasonable amount of time, after which the student should be marked with a U.
These codes are not counted so will not affect attendance figures.		
D	Dual Registration	The student is registered at another school and attends it during this lesson e.g. students at a pupil referral unit. Schools should only record attendance and absences for sessions the pupil is scheduled to attend at their school.
X	Non-statutory school age absence	Sessions non-compulsory school-age children are not expected to attend. This code should only be used for early years students who have not yet passed the 1st January, 1st April or 1st September following their 5th birthday.
Y1	Unable to attend	Absence due to transport normally provided not being available.
Y2	Unable to attend	Widespread disruption to travel
Y3	Unable to attend	Part of school closed.
Y4	Unable to attend	Unexpected whole school closure (different from # for planned closures).
Y5	Unable to attend	Pupils in the criminal justice system.
Y6	Unable to attend	Absence due to public health guidance or law.
Y7	Unable to attend	Any other unavoidable cause.
Z	Pupil Not On Roll	This code can be used when setting up registers in advance of pupils joining. Schools must take attendance for pupils from the first day the student should be attending the school.
#	School Closed To Pupils	This code should be used for whole or partial school closures that are known or planned in advance such as if the school is used as a polling station.