



## Saughall All Saints Primary School

### Newsletter 8<sup>th</sup> September 2026

To current students and families **Welcome Back** and to all our new pupils and families **Welcome** to Saughall All Saints. We hope you have all had a restful summer and looking forward to the new school year ahead.

#### Attendance

Please ensure your child/ren attends school every day, unless they are too poorly to do so. If your child is not able to attend, please ensure that you **telephone** the school office before 09:15 to advise, choose option 1 and leave your child's full name, teacher and reason for absence. Please make sure you use the absence line and not email to report absences as emails are not constantly monitored.

#### **Punctuality is equally important:**

Arriving 5 minutes **late** every day adds up to over 3 days lost each year = 20 lessons **missed**.

Arriving 15 **minutes late** every day adds up to 2 weeks absence a year = 55 lessons **missed**.

Arriving 25 **minutes late** every adds up to 19 days absence a year = 123 lessons **missed**

#### The 100% Club

Every term all the names of pupils with 100% attendance are put into a jar with the chance of winning a gift token. The school website is updated with attendance percentages so please check it out for the weekly class winners.

#### Nut Free School

Due to some of our pupils having nut allergies, we are a nut free school.

Please remember to check the labels of all food and even if it says **may contain nuts**, then please do not send that food product into school.

For example:

- Spreads, e.g. chocolate spreads like Nutella
- Cereal bars
- Biscuits
- Cakes containing nuts
- Condiments e.g. sauces

Please note if a member of staff notices a pupil eating a nut product, the product will be politely removed with an explanation of why this has been done.

### Fixed Penalty Notices for Unauthorised Holidays

Can we remind you of the new regulations that came in to effect on 19th August 2024, that to ensure we apply the law consistently and fairly in line with all Cheshire West and Chester schools that the FPN system is now in place.

Should an unauthorised leave of absence be of a duration of 10 consecutive school sessions (i.e. five school days) or more, or 10 sporadic sessions over a 10 week school period on the request of the Head Teacher or School's Governing Body, the local authority will issue a Fixed Penalty Notice (FPN) to each of the child's the parents/carers.

Should you still choose to take this leave of absence with your child during this period the Local Authority will be informed as this will constitute an unauthorised absence. A Fixed Penalty Notice will then be issued in accordance with section 444 of the Education Act 1996.

#### **Penalties for unauthorised absence**

The law stipulates that the current penalties payable by parents are £160 if paid within 28 days reducing to £80 if paid within 21 days per parent/carer per child.

The National Framework for penalty notices introduces a new national limit of 2 penalty notices that can now be issued to a parent for the same child within a rolling 3-year period. If a second Fixed Penalty Notice is issued to the same parent for the same child, within three years of a first Fixed Penalty Notice, the second Fixed Penalty Notice is charged at a flat rate of £160 if paid within 28 days.

Once two Fixed Penalty Notices have been issued, if a 3rd unauthorised leave of absence occurs within a 3-year period, the Local Authority is able to move to prosecution immediately.

If the fixed penalty is not paid this could lead to you being prosecuted in the Magistrates' Court.

### Safety around school and access to school grounds

Please be reminded that it is a 20mph zone for the safety of the whole community. Access to the school grounds is for disabled children or drivers only. If you are a disabled driver but you have somebody in the car that is not disabled or if your child is in year 5/6 and you have a disabled badge please park up outside the school grounds and your passenger can walk in or your year 5/6 child can walk to you.

If you are running late or dropping forgotten items off please park up as normal and walk in. We often have large delivery vehicles and/or contractors vans and access and visibility gets blocked.

Thanks for your cooperation.

#### Scooters and Bikes

There is no riding of scooters or bikes on school property. Please make sure your child dismounts before they come through the gates and walks with them to and from gate. Also, can all pedestrians please keep to the path and not cut across the roundabout or walk on the grass. Thank you.

### ARBOR

Could you please all check Arbor to make sure that you and your child/ren's information is up to date, such as address, mobile phones, allergies and emergency contacts. All parents have previously been sent log on details but if you need a reminder please email the office and we will resend them.



## School Meals Debt Policy & Procedure

Our school has adopted a clear 'no debt' policy relating to the school meal service.

Our school has always supported parents and carers with dinner money payments, but this has resulted in our school having a substantial debt.

Every parent will agree that this is unacceptable, it cannot carry on and we request that all parents give this policy their full support. The school also recognises its own responsibility in ensuring that these debts do not mount up. We therefore must update our policy and bring it in line with other schools. As most parents will appreciate, no-one would take their child to a restaurant five days a week and expect them to be given food without paying, so the same applies at school.

If parents believe that their children may qualify for entitlement to Free School Meals please contact the Free School Meals Customer Service Team on

<https://www.cheshirewestandchester.gov.uk/residents/education-and-learning/free-school-meals>.

This allowance is a statutory right and it is important that you use it if you qualify.

1) Parent/carers must pay in advance or on the day for the school meal by cash or via ScoPay the online payment system. If a parent forgets to pay in advance, the school may grant a debt allowance of one meal. This debt must be paid the next morning directly to the school office, and a note will be sent home on the day advising the parent.

2) If the debt is not cleared the following day, parents must provide a packed lunch. If no packed lunch is provided there will be a phone call to the parent to ask them to come to school with the money or provide a packed lunch before lunch time. A reminder letter will be sent home on this day.

3) If the debt has not been paid by the end of the first week then a debt letter will be issued with a statement of the amount owed. If a packed lunch is NOT provided by the parent/carer, the matter may be referred on by the school if this situation continues.

4) If the amount owed reaches £25.00 a final debt letter will be issued. Parents/carers should also be advised that failure to pay within a further 7 day deadline, will lead to the outstanding debt being referred to County (CWAC) and more formal procedures being invoked.

We hope that by implementing this debt policy we are able to help parents manage school dinner money better and at the same time ensure that monies due are not supported by the school budget.

Thank you for your support.

## Online Safety Newsletter

Please see below the link for this month's theme – Back to School

*Description: This video provides a quick overview on establishing family tech rules and tips on how to use AI.* (click on the three dots in the bottom right hand corner and then click download): <https://www.knowsleyclcs.org.uk/wp-content/uploads/2026/08/09-2026-Back-to-school-and-AI-Sept-2026.mp4>

## Parent Information Evenings

We would like to invite parents and carers to our Parent Information Evenings at the start of the school year.

The evening will provide an overview of how the year will work, including:

- Classroom routines and expectations
- Curriculum and key areas of learning
- Reading and homework
- Behaviour and rewards
- Attendance and punctuality
- Communication between home and school
- How you can support your child's learning at home
- Important dates and events throughout the year

Please come along as an opportunity to find out more about your child's year, ask questions and work in partnership with us to support their learning and progress.

Please see the list of 'Other dates for your diary' at the end of this newsletter for the correct date for your Child/ren's year group.

### Dates for your Diary

#### Term Dates 2026/2027

School Opens for Pupils  
Thursday 3<sup>rd</sup> September 2026  
Monday 2<sup>nd</sup> November 2026  
Tuesday 5<sup>th</sup> January 2027  
Monday 22<sup>nd</sup> February 2027  
Monday 12<sup>th</sup> April 2027  
Tuesday 8<sup>th</sup> June 2027

Date of closing for Pupils  
Friday 23<sup>rd</sup> October 2026  
Friday 18<sup>th</sup> December 2026  
Friday 12<sup>th</sup> February 2027  
Thursday 25<sup>th</sup> March 2027  
Friday 28<sup>th</sup> May 2027  
Tuesday 20<sup>th</sup> July 2027

### **INSET DAYS**

Tuesday 1<sup>st</sup> September 2026  
Wednesday 2<sup>nd</sup> September 2026  
Monday 4<sup>th</sup> January 2027  
Monday 7<sup>th</sup> June 2027  
Wednesday 21<sup>st</sup> July 2027

### **Bank Holiday**

Monday 3<sup>rd</sup> May 2027

**Note 2027/28 Term dates will be available on the school website and at**  
**<https://www.cheshirewestandchester.gov.uk/residents/education-and-learning/school-term-and-holiday-dates>**

**INSET days will not be available on the CWAC website but are on school's website.**

### **Other Dates for your Diary (please also check the calendar on the website):**

Monday 14<sup>th</sup> September – Year 5/6 Information Evening 5pm  
Tuesday 15<sup>th</sup> September – Reception Information Evening 4pm  
Wednesday 16<sup>th</sup> September – Year 1/2 Information Evening 4pm  
Year 3/4 Information Evening 5pm  
Wednesday 16<sup>th</sup> September – Flu Immunisation  
Friday 25<sup>th</sup> September – Macmillan Coffee Morning  
Tuesday 13<sup>th</sup> October – Parents Evening 4pm to 7pm  
Wednesday 14<sup>th</sup> October Parents Evening 4pm to 6.30pm