



Parent update

27th September 2024

Contents

DIARY DATES	2
MACMILLAN COFFEE EVENT	3
YEAR 6 PARENTS: IMPORTANT INFORMATION ABOUT SECONDARY SCHOOL APPLICATIONS	3
LOCAL SECONDARY SCHOOL OPEN DAYS	4
NURSERY FUN	5
RECEPTION FUN	6
PARENT UPDATE MEETING	7
HARVEST COLLECTION	7
PARENT GOVERNOR VACANCY	7
AFTER SCHOOL CLUBS - AUTUMN 1ST HALF TERM	8
EXTREME WEATHER RESPONSE	9
IMPORTANT ATTENDANCE INFORMATION	9
LOCAL AUTHORITY ATTENDANCE LETTER FOR PARENTS	10
ATTENDANCE FAQs	11
PARENT COFFEE MORNINGS	13
ITEMS FROM PREVIOUS UPDATES:	14
BIRMINGHAM ADULT EDUCATION TRAINING COURSES	14
HELP RAISE FUND FOR SCHOOL	16
ASDA DONATIONS FOR SCHOOLS	16
EASY FUNDRAISING: RAISE MONEY FOR COLEBOURNE WHILE YOU SHOP:	16
USE OF EMAIL	17
CURRENT YEAR 6 CHILDREN (YEAR 7 ADMISSIONS - SEPTEMBER 2025)	17
KEY POLICY REMINDERS	18
HOME LEARNING LINKS	19
CORE USEFUL LINKS FOR PARENTS	20

At Colebourne we C.A.R.E

DIARY DATES

Summer Term 2024	
Thursday 17 th October 9am – 10am (from 8.40am for drinks)	Parent Coffee morning
Thursday 17 th October	Year 2 Victorian Day Plus parents invited in at 2.30pm to join the fun
Monday 21 st October, 8.50am	Celebration assembly – Years 4-6 Parents Welcome
Thursday 24 th October, 8.50am	Celebration assembly – Years 1-3 Parents Welcome
Friday 25 th October	Last day of the half term
Monday 4 th November	Staff Training Day – School closed to children
Tuesday 5 th November	Children return to school for Autumn 2 nd Half term
Tuesday 19 th November	Children’s Flu Vaccines
<p>FULL TERM DATES CAN BE FOUND IN THE SCHOOL TERM DATES SECTION – PLEASE AVOID BOOKING HOLIDAYS DURING TERM TIME</p>	



Macmillan Coffee Event

Massive thanks to Mrs. Lewis for once again organising this year's MacMillan coffee event.

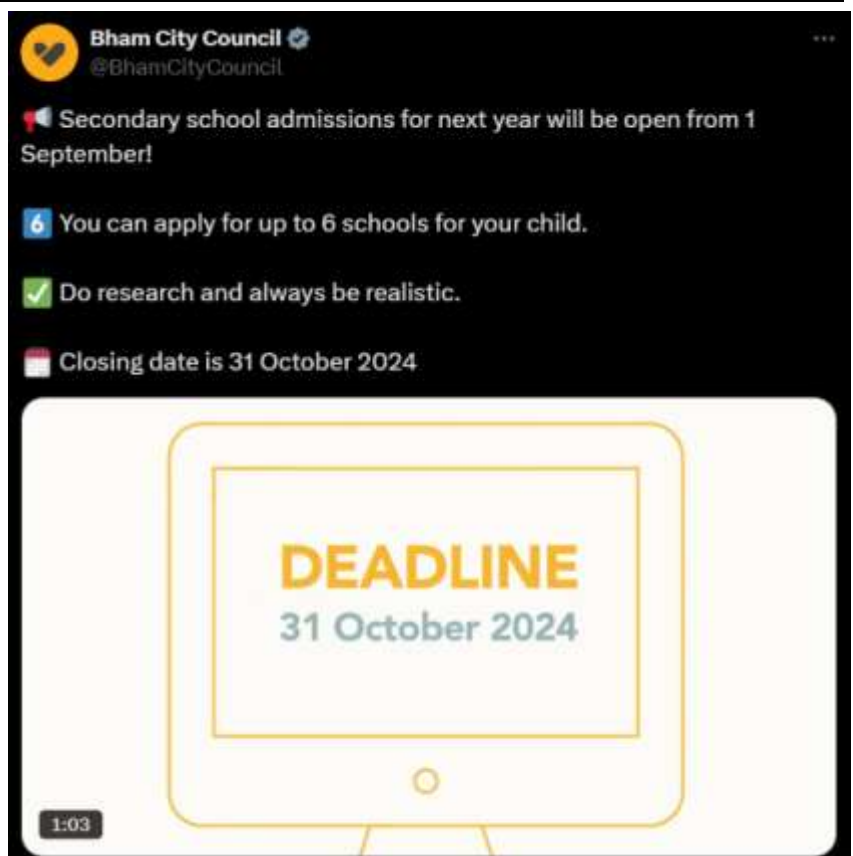
Thanks for all your donations of cakes and money. We have raised over £300 so far.



Year 6 Parents: Important information about secondary school applications

Birmingham City Council have a useful video for Year 6 parents which gives some very good advice about how to complete the form and how to be realistic about which schools to put on the form.

Click here to see the video:



<https://x.com/BhamCityCouncil/status/1829088098740822228>

Local Secondary School Open Days

There are also open days happening in the coming weeks – please check school websites for details.

Local schools include:

Hodge Hill College:

<https://www.hodgehill.bham.sch.uk/>

Wednesday 9 October



Washwood Heath Academy

<https://washwood.academy/>

Wednesday 2nd October



Hodge Hill Girls:

<https://www.hodgehgs.bham.sch.uk/>

Monday 7th October 2024



Nursery Fun

Each week – Nursery have a different colour to focus on.

Last week it was RED. They talked about all the things they know that are red like strawberries 🍓, ladybirds 🐞 and tomatoes 🍅. They also sorted lots of different items into 'red' and 'not red' piles. Finally, they ended the week by making a red collage and going on a colour hunt to find red things in our learning environment!

Children have had lots of fun throughout the week making pasta necklaces and taking part in the dough disco to strengthen their fine motor skills.



Reception Fun

Our reception children have settled in so well. Here are just a few photos of what they have been getting up to.



Parent Update Meeting

Thank you to all those who attended in the hall or online for this week's update meeting.

Your views and comments are always appreciated.

A copy of the slides can be found here:

<https://www.colebourne.bham.sch.uk/parent-update-meetings/>

If anyone has any questions - please get in touch.

Mr. Guest

Harvest Collection

Please begin sending items for our Harvest Collection. We are again supporting Birmingham City Mission who will distribute the items to food banks and to those in need.



This year Birmingham City Mission are particularly low on tinned fruit, tinned veg, rice puddings, coffee, tinned spaghetti, tinned hot meat, pasta sauces, and men's toiletries. But please donate any long-life / non-perishable items that you can. Thank you.

Parent Governor Vacancy

Unfortunately, we had no nominations for the vacancy of parent governor. The Governing body will now begin the process to identify and select a parent governor who has, in their opinion, the skills to contribute to effective governance and the success of the school.

If you would like to be a parent governor – please contact Mr. Guest for details. You can find more information about being a governor on the school website governor page: <https://www.colebourne.bham.sch.uk/statutory-information/#school-governance>

We will keep you informed of any outcomes following the governing body selection process.

After School Clubs - Autumn 1st half term

We still have spaces in some of our clubs – please contact the office if you are interested.

These are the clubs on offer for this half term:

Day	Year Groups	Club	Club leader	Cost	
Monday	Y3, 4,5 & 6	Singing	Miss Nelson and Mrs Naughton	£12.00 for 6 sessions	Spaces available
Tuesday	Y5 & 6	Football	Spark Active	£12.00 for 6 sessions	FULLY BOOKED
Tuesday	Year 5	Swimming	Maverick Sports	£12.00 for 6 sessions	FULLY BOOKED
Wednesday	Y1 & 2	Multi skills	Spark Active	£12.00 for 6 sessions	FULLY BOOKED
Wednesday	Year 6	Swimming	Maverick Sports	£12.00 for 6 sessions	FULLY BOOKED
Thursday	Year 3 & 4	Football	Spark Active	£12.00 for 6 sessions	Spaces available*
Thursday	Year 3	Swimming	Maverick Sports	£12.00 for 6 sessions	FULLY BOOKED
Thursday	Year 5 & 6	Digital Art	Mr McKinney	£12.00 for 6 sessions	Spaces available*
Friday	Year 4	Swimming	Maverick Sports	£12.00 for 6 sessions	FULLY BOOKED

**Spaces available as of 2pm on 27th September*

Extreme Weather Response

At Colebourne we have an extreme weather policy which supports us in ensuring the safety of pupils, staff and families.

You can see the full policy via the policies link on the new school website parents section: <https://www.colebourne.bham.sch.uk/parents/>

This policy outlines our procedures and actions in response to extreme weather conditions, particularly when yellow and red warnings are issued by the relevant authorities. Please note the following information regarding how we communicate any changes with parents:

Please note:

- *School is **open** unless a message is sent to say otherwise.*
- *We will always announce any unexpected school closure via Class Dojo AND direct in-app message via Arbor. **If there is no message – there is no closure.***
- *Parents should not need to call the office or message staff to ask if we are open or closed – they should check messages first.*
- *We DO NOT typically message parents to say school is open, UNLESS there is significant snow and we wish to be clear regarding school being open.*

Important Attendance Information

At Colebourne, we aim to provide as much support as needed to ensure our pupils can attend and understand that some children have various needs which may need additional support.

We work in partnership with parents and children to support any specific needs and offer a support first approach to attendance.

All parents should be aware of the new guidance around school attendance that came into force in August 2024.

You can find the full guidance here:

<https://www.gov.uk/government/publications/working-together-to-improve-school-attendance>

Please also see below information from the local authority about the new attendance procedures

Local Authority Attendance Letter for parents



July 2024

Dear Parent/Carer

Re: National Framework for Penalty Notices for school absence

I am taking this opportunity to write to inform you of some important changes the Department for Education is introducing regarding school attendance and the issuing of penalty notices when children are absent from school.

A new National Framework for Penalty Notices has been being introduced. The new regulations will come into effect from the 19th of August 2024. The aim is to improve consistency in the use of penalty notices across England.

The national framework includes:

- A single consistent national threshold for when a penalty notice must be considered of ten sessions (usually equivalent to five school days) for any unauthorised absence within a rolling ten school week period. The 10-week period may span different terms or school years. For example, two sessions of unauthorised absence in the summer term and a further eight during the autumn term.
- An increase to the rate of a penalty notice from £120 to £160 if paid within 28 days and £60 to £80 if paid within 21 days. If a second penalty notice is issued to the same parent for the same child within a rolling three-year period, the notice will be charged at the higher rate of £160 with no option for this second offence to be discharged at £80.
- A national limit of two penalty notices that can be issued to a parent for the same child within a rolling three-year period, so at the 3rd (or subsequent) offence(s) another tool must be considered (such as prosecution or another attendance legal interventions).

This means that if you have applied for a leave of absence to take place from September 2024 and the school has not agreed to authorise it, you may receive a penalty notice at the level prescribed by the new framework.

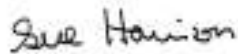
Please be aware that new legislation does not allow schools to authorise any holidays in term time or authorise leave retrospectively.

The local authority is in the process of consulting with schools and partner agencies to develop a revised local code of conduct. The document will be published on Birmingham City Council's website.

The Council believes good attendance is essential to support your child in getting the most out of their education and we thank you for your continued support.

If you have any concerns about your child's attendance, please don't hesitate to contact the school who may be able to offer support for your child and family.

Yours sincerely



Sue Harrison
Strategic Director of Childrens and Families

Attendance FAQs



National Framework for Penalty Notices for school absence Birmingham City Council FAQs for parents – July 2024

Why has the Department for Education brought in a National Framework for penalty notices?

There was concern that penalty notices (sometimes called fines) were being issued inconsistently across the county with some Council's issuing multiple penalty notices to a family within a year and some issuing none at all. This created a postcode lottery for families, so the framework has been introduced to ensure more fairness and consistency.

What is a penalty notice?

A penalty notice allows parents to discharge an offence by paying a one-off penalty without the matter being referred to court where they could receive fines of hundreds of pounds and a criminal record.

I've already applied for authorisation of leave this term but for a holiday in September 2024. If the school don't authorise the leave, will I have to pay £80 or £60, as I applied this academic year?

The new law will require any unauthorised absence from 19th August 2024 to be dealt with under the new regulations so it would be £80 for each child and each parent. For a family of four with two children, that would amount to £320 if paid within 21 days of receiving the penalty notice. If paid between day 22 and 28, it would be £640.

What if I have a family emergency or bereavement abroad?

Unexpected family emergencies do happen unfortunately and can be very upsetting. However, parents must notify the school themselves of the absence as soon as possible as messages from friends or relatives who don't have parental responsibility may not be accepted. Schools are not allowed to authorise leave retrospectively. Notifying the school doesn't mean the absence will be authorised though. In the case of a family emergency or bereavement abroad, parents are strongly encouraged to request authorisation from the school and ensure absence is no longer than 5 school days. The final decision about authorisation sits entirely with the Headteacher.

What if I receive a penalty notice and don't pay it?

The law states that the local authority must withdraw the penalty notices and prosecute the parents in court where they could each receive £1000 fine, a parenting order, a criminal record and various costs awarded against them.

What happens if I pay a penalty notice for unauthorised leave next term but then take the children on another holiday the following year?

The new framework means that for a second offence within a three-year period, the discount of £80 per parent for each child won't apply. For a family of four with two children, that would amount to £640. A third period of unauthorised absence within a three-year period means that the local authority will be unable to issue another penalty notice and may instead refer the matter directly to Court.

I want to visit family abroad for six weeks next year. If the school don't authorise the absence, will I be issued with a penalty notice?

Any level of absence can have a serious impact on children's education, but lengthy absence can be particularly devastating. For that reason, it's unlikely that a penalty notice will be issued, and the matter may be referred directly to the Court instead.

What is 'good attendance' and why is it so important?

Generally good attendance is considered to be at least 96% for most children. Some parents think 90% attendance is good but that means a child will have missed at least 200 lessons over a year, lessons that will never be repeated. Since the pandemic, attainment and progress levels in schools have deteriorated along with attendance levels. This could mean that children today may leave school unable to be as competitive in the jobs market, so its important children attend school as much as possible.

Absence from school of any length can also have a negative impact on children's wellbeing, including their mental health. Worries about not being able to catch up, not understanding lessons, or impacts on friendships are all common where child in children who are absent from school.

Children are sometimes absent due to genuine extreme physical or mental health needs, requiring support. In those circumstances, attending school as often as they can be acknowledged and celebrated.

I'm struggling to get my child to school. What help is available to me?

Schools in Birmingham have staff trained in early help, special needs and mental health. Please contact the school and ask for a meeting to discuss your concerns. You can also access support for yourself and your family from Birmingham Children’s Trust. You can find more details here: [Early help for families](#) | [From Birmingham with Love](#) | [Birmingham City Council](#)

My child has special needs and has lots of hospital appointments which I have evidence for. Will I receive a penalty notice?

No. Penalty notices can only be issued where there is unauthorised absence, and those absences will be authorised. If your child is going to school as often as possible as you are working in partnership with the school, you will be doing the best you can to ensure your child gets a good education despite the circumstances.

What happens to the money for penalty notices when they are paid?

Currently the law requires penalty notice revenue to be spent on the administration of penalty notices which generally means, for example, any online payment software, electrical equipment such as laptops for issuing penalty notices and staffing costs. From 19th August 2024, local authorities will be able to use the revenue to support school attendance more widely, including promotional materials, etc. Penalty notice revenue must be ringfenced for attendance and cannot be used for wider council funding.

July 2024

PDF versions of these letters can be found here-> [Attendance](#)

Parent coffee mornings

Our parent coffee mornings begin this term. These coffee mornings are a great chance to come and chat together with other parents and to hear about an aspect of school.

The first meeting will take place on **Thursday 17th October**

There will be a short presentation about Phonics and reading and there will also be CGP books available for parents to order.



Date	Focus
Autumn 1st Half Term Thursday 17th October	Phonics and reading (early reading?) Revision books (there from parents evening the night before)

Items from previous updates:

Birmingham Adult Education Training Courses

FREE DIGITAL and VOCATIONAL COURSES FOR THE UNEMPLOYED OR WORKING and EARNING LESS THAN £32K

Birmingham Adult Education are offering classroom based or self-study courses in the following subjects:

Digital Skills:

- Basic IT Skills from Entry 3 to Level 1 (classroom)
- ICDL Level 2 – includes Word, Excel, PowerPoint (classroom or self-study)
- ICDL Level 3 - includes Word, Excel, PowerPoint and Access (classroom or online with a teacher)
- Microsoft courses at all levels - Introduction, Intermediate and Advanced (self-study)
- Route to Work - CV Writing, Looking for a job (self-study and workshops)

Vocational Skills:

- Teaching Assistants (classroom)
- Classroom Assistants (classroom)
- Counselling, Mentoring (classroom)
- Health Care (classroom)
- Mental Health (classroom or online)
- Accounts & Book-keeping (classroom)

And many more at www.learnbaes.ac.uk

FREE HEALTH & SOCIAL CARE COURSES

Birmingham Adult Education Service are offering online flexible qualifications and courses to study in your own-time:

- Alcohol Awareness - Level 1 Award (NCFE)
- Allergy Awareness in Children - Level 2 Certificate (TQUK)
- Bullying in Children & Young People - Level 2 Certificate
- Information, Advice or Guidance - Level 2 Certificate (NCFE)
- Mental Health Awareness - Level 1 Award (TQUK)
- Preparing to Work in Adult Social Care - Level 2 Certificate (NCFE)
- Special Education Needs & Disabilities - Level 2 Certificate (TQUK)
- Substance Misuse - Level 1 Award (NCFE)
- Understanding Autism - Level 2 Certificate (NCFE)
- Understanding Autism - Level 3 Certificate (NCFE)
- Understanding Children & Young Peoples Mental Health - Level 2 Certificate (TQUK)
- Understanding Mental Health - Level 3 Certificate (NCFE)
- Understanding Nutrition and Health - Level 2 Certificate (NCFE)

- Working in Mental Health - Level 2 Certificate (NCFE)
- Working with Individuals with Learning Disabilities - Level 2 (NCFE)

Continued Professional Development:

- ADHD
- Forced Marriage and Honour-based Violence Awareness
- Keeping Young People Safe Online
- Knife Crime Awareness
- Menopause Awareness
- Role of the Senco
- Safeguarding in Out-of-School Settings
- Spiking Awareness
- Stalking and Harassment Awareness
- Suicide Awareness and Prevention
- Understanding Gender and Identity in Children and Young People
- Understanding the Power of the Influencer

Microsoft courses:

- Excel: Beginners | Improvers | Advanced |
- Excel: PivotTables Excel: VLOOKUP Tables
- Cyber Security Awareness for Businesses: Beginners
- OneDrive: Improvers
- OneNote: Beginners
- Outlook: Beginners | Improvers | Advanced |
- Project Online Essentials: Improvers
- PowerPoint: Beginners | Improvers | Advanced |
- Project Power Users: Advanced
- SharePoint: Beginners | Improvers | Advanced |
- Teams: Beginners | Improvers |
- Word: Beginners | Improvers | Advanced |
- Planner: Improvers
- Power BI: Improvers

Please contact Sameena.asmat@birmingham.gov.uk for more information regarding all these opportunities.

Help raise fund for school

Parents and family members can easily raise money for school. These two projects cost parent nothing and just require a registration and then as you shop, school get donations from the companies.

ASDA Donations for schools

Asda have launched the 'cashpot for schools'

Asda donate 0.5% of the value of its customers shopping to a primary school of their choice – every time they shop using Asda Rewards.

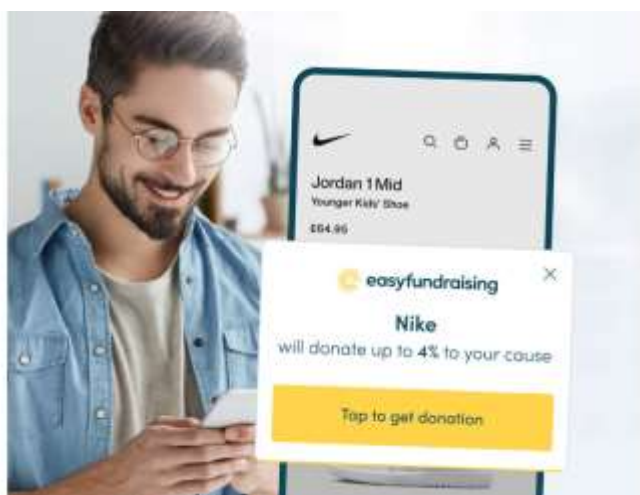


Click here to register: <https://www.asda.com/cashpotforschools>

Easy fundraising: Raise money for Colebourne while you shop:

<https://www.easyfundraising.org.uk/causes/colebourneprimary>

Please remember to use easyfundraising every time you shop online. Over 7,000 brands will donate to us, including all the big names like eBay, John Lewis & Partners, Argos, ASOS, Expedia, M&S, Just Eat, Uswitch and many more! This means you can raise FREE donations for us no matter what you're buying. If you haven't signed up to support us yet, it's easy and completely FREE. These donations really help us, so it would be great if you could take a moment to get started! You can find our easyfundraising page here: <https://www.easyfundraising.org.uk/causes/colebourneprimary/>



RAISE EVEN MORE

Get the Donation Reminder to raise up to 5x more donations

- 1 Get the app
Download the app from the Apple store on your iPhone, or from the Play store for your Android.
- 2 Enable the Donation Reminder
Follow the simple instructions shown in the app to enable the Donation Reminder.
- 3 Shop as normal
Once the Donation Reminder is enabled, you can shop on most brand websites and an alert will pop up to help you get a donation.

Use of email



We are regularly using the email system to send important information to parents.

For families with two parents / carers / guardians please check on your Arbor App to make sure we have a correct email address for both. This way, both adults will be able to receive the emails.

Current Year 6 children (Year 7 Admissions - September 2025)

Online admissions opened on 1 September 2024 for Year 7 applications.



All children in Year 6 requiring a place at secondary school must make an application.

Parent/carers resident in Birmingham should apply through the Birmingham City Council website <https://www.birmingham.gov.uk/schooladmissions> up until the deadline of 31 October 2024. Further information as well as the admission arrangements to support parents with making their preferences can be found on our website.

We would encourage all parents to read the section on making a realistic application:

https://www.birmingham.gov.uk/info/20119/school_admissions/1778/apply_for_a_secondary_school_year_7_place/2

If you require any help in this process, please contact us for support.

Key policy reminders

Earrings

Please ensure these are not worn on PE days or swimming days. If they are, children must be able to remove them themselves.

Birthday class treats

Please remember that we do not allow sweets or gifts to be given out in school for birthdays / special occasions.

Labelling clothes

We already have lost property. **PLEASE PLEASE PLEASE write the child's name** on items of clothing – especially **jumpers, coats, lunch boxes/bags and water bottles.**

Water Bottles

Children should have a water bottle with them every day. Staying hydrated is extremely important for health and for concentration in school.

Healthy Snacks




If children are bringing a snack from home, please ensure this is a 'healthy snack.'

Children must not bring in crisps or chocolate items for breaktime. Please watch out for hidden sugars in certain cereal bars.



Top snacks ideas include: Fruits; Vegetable sticks; Dried Fruit

Home Learning Links

Here are our core links for any home learning you would like to do.

	<p>Home learning grids</p> <p>These are for each half term for each year group and enable additional learning around the work the children do in class:</p> <p>Home learning grids</p>
	<p>BBC Bitesize</p> <p>http://www.bbc.co.uk/bitesize/primary/</p>
	<p>Oak National Academy</p> <p>Oak National Academy</p>

We also have some of our subscription services such as

	<p>Doodle</p> <p>A great platform to learn and practise key skills for maths and English</p> <p>https://www.doodlemaths.com/</p>
	<p>Times Tables Rockstars</p> <p>Practice your times tables and quick maths recall skills</p> <p>https://play.ttrockstars.com/auth/school/student</p>

Core useful links for parents

Year group expectation sheets:

[Key expectation sheets](#)

Email address for parents:

parents@colebourne.bham.sch.uk

Term Dates:

[Term Dates](#)

Easy fundraising: Raise money for Colebourne while you shop:

<https://www.easyfundraising.org.uk/causes/colebourneprimary>

Free school meals checker:

<https://www.cloudforedu.org.uk/oefe/birmingham/provider>



Better Health Start for Life

The place for trusted NHS advice and guidance to help you have a healthy and happy baby during pregnancy, birth and parenthood.

<https://www.nhs.uk/start-for-life/early-learning-development/>



BBC Wellbeing site – video and help for parents own mental health and that of their children

<https://www.bbc.co.uk/bitesize/groups/cw9v6l8d0q6t>



BBC bitesize parents
Tips, advice and activity ideas for being a parent

<https://www.bbc.co.uk/bitesize/parents>