



# Lower Farm Weekly



Friday 7th November 2025

## Staff Leaver

We would like to announce that Miss Arora, our Teaching Assistant in Year 5, has had to make the difficult decision to step away from her role at Lower Farm to go and support her mother in India with immediate effect.

We would like to express our heartfelt thanks for everything she has brought to our school community - her warmth and support have made a lasting impact on both staff and pupils, even though she has only been with us a short period of time. I'm sure everyone will join me in thanking her and wishing her all the very best in her journey ahead.

## Children in Need Friday 14th November

We will be celebrating Children in Need on **Friday 14th November** by dressing up in non-uniform and wearing something yellow or spotty. If you don't have anything spotty or yellow, please still come in non uniform to help celebrate together. If you would like to make a donation, please click on the Children in Need link:

<https://donate.bbcchildreninneed.co.uk/default-2>

Many thanks in advance for your support.



## Value Awards



<b>Cherry</b> - Joshua	Resilience & Achievement
<b>Chestnut</b> - Harry	Integrity
<b>Elder</b> - Leighton	Resilience & Achievement
<b>Elm</b> - Amelie	Resilience & Achievement
<b>Hazel</b> - Eduard	Respect & Achievement
<b>Holly</b> - Elijah	Resilience & Respect
<b>Oak</b> - Francesca	All school values
<b>Olive</b> - Edie	All school values
<b>Pine</b> - Esmae	Achievement & Integrity
<b>Poplar</b> - Neva	Resilience & Integrity
<b>Walnut</b> - Mollie	Achievement & Resilience

## Attendance

For week beginning  
3rd November 2025



<b>Beech Class:</b>	<b>92.0%</b>
<b>Birch Class:</b>	<b>93.0%</b>
<b>Cherry Class:</b>	<b>95.0%</b>
<b>Chestnut Class:</b>	<b>94.6%</b>
<b>Elder Class:</b>	<b>92.0%</b>
<b>Elm Class:</b>	<b>90.7%</b>
<b>Hazel Class</b>	<b>90.3%</b>
<b>Holly</b>	<b>97.6%</b>
<b>Oak</b>	<b>93.0%</b>
<b>Olive</b>	<b>95.0%</b>
<b>Pine</b>	<b>92.3%</b>
<b>Poplar</b>	<b>98.6%</b>
<b>Walnut</b>	<b>98.0%</b>

**Congratulations** to those classes that have reached an attendance of **97% or above**. It would be great to see every class reach 97% every week.

# Dates for your Diary

**Wednesday 12th November:** Parents/Carer Pupil Progress Meetings 15:30 - 18:00

**Thursday 13th November:** Parents/Carer Pupil Progress Meetings 15:30 - 18:00

**Tuesday 18th November:** Parent Open Event for 2026/27 admissions 17:00 – 18:00

**Thursday, 27th November:** Year 1 Teddy Bears Picnic 14:00

**Friday 5<sup>th</sup> December:** Non-uniform day - bottle donation for Christmas Fayre

**Friday 5th December: Christmas Fayre**

**Monday 8th December:** Parent Open Event for 2026/27 admissions 17:00 – 18:00

**Tuesday 16th December:** Reception Nativity 14:00 for 14:30 start

**Wednesday 17th December:** Christmas Dinner and Christmas Jumper day

**Friday 19th December:** Non-uniform Day. School closes at 13:30 for Christmas (no wrap-around care)

***Christmas Holidays: Monday 22nd December – Friday 2nd January***

***Monday 5th January: Staff Inset Day - school closed***

**Tuesday 6th January:** School opens for spring term

**Friday 6th February:** Friends of Lower Farm/ PTA Magic Show (details to follow)

***Half Term: Monday 16th February – Friday 20th February***

**Thursday 5<sup>th</sup> March:** World Book Day

**Friday 20th March: Non-uniform day** - Easter Egg donation for Easter Bingo

**Thursday 26th March:** Easter Bingo and Raffle

**Friday 27<sup>th</sup> March:** School closes at 13:30 for Easter holidays (no wraparound care)

***Easter Holidays: Monday 30<sup>th</sup> March – Friday 10<sup>th</sup> April***

***Monday 13th April: Staff Inset Day - school closed***

**Tuesday 14th April:** School opens for summer term

**Wednesday 22<sup>nd</sup> April:** Parents/Carer Pupil Progress Meetings 15:30 - 18:00

**Thursday 23<sup>rd</sup> April:** Parents/Carer Pupil Progress Meetings 15:30 - 18:00

***Monday 4th May: Bank Holiday - school closed***

**Monday 11<sup>th</sup> May – Thursday 14<sup>th</sup> May – KS2 SATs week**

***Half Term: Monday 25th May – Friday 29th May***

**Tuesday 16<sup>th</sup> June:** KS1 Sports Day 9am

**Wednesday 17<sup>th</sup> June:** KS2 Sports Day 9am

**Wednesday 8th July:** Transition Day

**Friday 3<sup>rd</sup> July:** Non-uniform - gift donation for Summer Fayre

**Friday 10th July:** Non-uniform -bottle donation for Summer Fayre

**Friday 17th July:** School closes at 13:30 for summer holidays (no wraparound care)

# Open Events

Lower Farm Academy is a new primary school near Weddington in Nuneaton. We will be hosting open events on the dates shown below where everyone is welcome to come and join us. We would love to welcome you, show you around our amazing school and answer any questions you may have. Everyone is welcome to come and find out what we have to offer and have a chat about our school and our admissions process. In the meantime, please look at our website and Facebook and we look forward to meeting you soon.

Book your place!



Thursday 2<sup>nd</sup> October 17:00 - 18:00  
Wednesday 22<sup>nd</sup> October 17:00 - 18:00  
Thursday 6<sup>th</sup> November 9:30 - 10:30  
Tuesday 18<sup>th</sup> November 17:00 - 18:00  
Monday 8<sup>th</sup> December 17:00 - 18:00



For more information:  
[www.lowerfarmacademy.org](http://www.lowerfarmacademy.org)



**APPLICATION FOR LEAVE OF ABSENCE FOR A SCHOOL PUPIL IN TERM TIME IN  
EXCEPTIONAL CIRCUMSTANCES ONLY**

**Important Information for Parents/Carers**

Generally, the DfE does not consider a need or desire for a holiday or other absence for the purpose of leisure and recreation to be an exceptional circumstance.

- **Exceptional circumstances:** All schools can grant a leave of absence for other exceptional circumstances at their discretion:
  - It must be requested in advance by a parent who the pupil normally lives with.
  - Schools are then expected to consider each application individually taking into account the specific facts and circumstances and relevant background context behind the request.
  - If a leave of absence is granted, it is for the school to determine the length of the time the pupil can be away from school.
- When making an application for Leave of Absence the resident parent is advised to give sufficient information and time to allow the Head teacher the opportunity to consider all the exceptional circumstances and to notify of their decision.
- Requests for leave of absence should be made before any arrangements confirmed or money committed.
- It is advised if you have not received notification from the school regarding the leave of absence request, it is your responsibility to ascertain if the leave is authorised prior to the start of leave.
- Failure to make a request for a leave of absence in advance will result in the absence being recorded as unauthorised.
- Any additional days taken either side of a leave of absence period, which has not been applied for, may be considered as part of the leave of absence period and be unauthorised.
- Unauthorised Leave of Absences will be referred to the Warwickshire Attendance Service upon the child's return to school for consideration of a Penalty Notice.

Please see over for important information relating to the changes in relation to Penalty Notices

I wish to apply for Leave of Absence from school to be granted to:

Name of Child: \_\_\_\_\_ Form Group: \_\_\_\_\_

First Date of Proposed Absence: \_\_\_\_\_ Last date of Proposed Absence: \_\_\_\_\_

Expected date of return to school: \_\_\_\_\_

Reason for Proposed Absence – please provide reasons to support the application including evidence (see overleaf before completing):

.....  
.....  
.....

Total Days Requested on this occasion.

(For siblings) I have also applied to \_\_\_\_\_ School/Academy for leave of absence for  
(Insert child/children's name)

Signature of resident Parent/Carer: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**For school use only: NAME OF CHILD:** \_\_\_\_\_ **Date received by school:** \_\_\_\_\_

1<sup>st</sup> date of absence requested by parents: ..... Last date of absence requested by parents:  
.....

Expected date of return to school (as advised by parents): .....

\*\*\*\*\*  
Absence: Authorised / Unauthorised / Split (please delete as appropriate)

The reasons for this decision are: .....

- LOA record sheet to be completed by school and submitted where verbal requests made/ for other relevant information

Head teacher/Attendance Lead: ..... Date: .....

- Copy of this completed section should be sent back to parent with letter

- Parents have a legal duty to ensure that their children of compulsory school age receive a suitable full-time education through regular attendance at a school or otherwise (ie home education) (Section 7 Education Act 1996). If a child who is of compulsory school age, who is registered at school and fails to attend regularly, it is the parent that will be guilty of an offence (Section 444 (1) Education Act 1996).
- Section 576 Education Act 1996 defines 'parent' as:
  - Any natural parent, whether married or not;
  - Any parent who, although not a natural parent, has parental responsibility as defined in the Children Act (1989) for a child or young person;
  - Any person who, although not a natural parent, has care of a child or young person.
- The National threshold is 10 sessions of unauthorised absence in a rolling period of 10 school weeks. If the local authority believes a penalty notice would be appropriate, they retain the discretion to issue one before the national threshold is met. This might apply for example, where parents are deliberately avoiding the national threshold by taking several term time holidays below threshold, or for repeated absence for birthdays or other family events. Please refer to Warwickshire County Council's Code of Conduct for non-school attendance and penalty notices for further information.

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#### **Leave of Absence taken after 1 September 2024:**

The law relating to Penalty Notices has been amended and Penalty Notices issued for Leave of Absences taken after 1 September 2024 will be issued in accordance with the updated legislation.

- **First Leave of Absence offence:** The Penalty Notice amount of £160 to be paid within 28 days, this is reduced to £80 each child if paid within 21 days.
- **Second Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice):** The amount of £160 paid within 28 days. No reduced amount.
- **Third Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice).** *A penalty notice will not be issued, and the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal prosecution proceedings under S444 of Education Act 1996.*

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- Any Penalty Notices issued and/or prosecution will apply to each parent for each child who fails to attend school (e.g. 2 absent children is 2 offences under section 444 Education Act 1996).
  - A Penalty Notice is an alternative to prosecution, however if the Penalty Notice expires and is not paid Warwickshire County Council will consider instigating a criminal prosecution under the Education Act 1996.
  - Payment plans will not be offered and/or payments received outside of the 28 day period will not be accepted.

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- Where criminal proceedings are issued and a parent is found guilty, the court could issue a sentence of a fine of up to £1,000 for a Section 444(1) conviction; or £2,500, a community sentence period or a custodial period of up to 3 months for a Section 444(1A) conviction.



## **LEAVE OF ABSENCE DURING TERM TIME**

### **UPDATED INFORMATION FOR PARENTS**

The Supreme Court has clarified the law on unauthorised leave, including holidays, during term time (Platt v Isle of Wight 2017). The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents of any child who is absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

The law states a leave of absence may only be granted by a school if an application is made in advance and if it considers there are exceptional circumstances relating to the application.

Schools must judge each application individually considering the specific facts and circumstances and relevant background context behind each request.

A leave of absence is granted entirely at the school's discretion. Generally, a need or desire for a holiday or other absence for the purpose of leisure and recreation would not constitute an exceptional circumstance.

Where a leave of absence is granted, the school will determine the number of days a pupil can be absent from school.

When making an application for Leave of Absence parents are advised to give sufficient information and time to allow the Head teacher the opportunity to consider all the exceptional circumstances and to notify parents of their decision. The school may also request further information on the application and supporting documentation where appropriate.

It is advised that if the resident parent has not received notification or a response regarding the leave of absence application, it is the parents' responsibility to ascertain if the leave is authorised prior to the start of the leave.

The school can only consider Leave of Absence requests which are made by the 'resident' parent ~~ie~~ the parent with whom the child normally resides.

Where applications for leave of absence are made in advance and refused, the child is expected to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence. Where a leave of absence is requested, but additional days taken either prior to or after the request may be considered as part of the leave of absence.

Leave of Absences which are not made in advance cannot be authorised in line with legislation. This will result in the absence being recorded as 'unauthorised'.

All matters of unauthorised absence relating to a Leave of Absence will be referred to the Warwickshire Attendance Service, part of Warwickshire County Council. Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct for Penalty Notices and in the first instance, as an alternative to prosecution proceedings.

#### **Leave of Absence taken in the academic year 2024-25**

The law relating to Penalty Notices changed with effect from 19 August 2024. Therefore, Penalty Notices issued for Leave of Absence taken from September 2024 will be issued in accordance with the updated legislation.

- Penalty Notices are issued to each parent of each absent child, (for example 2 children and 2 parents, means each parent will receive 2 invoices – 4 in total).
  - First Leave of Absence offence: The Penalty Notice amount of £160 to be paid within 28 days, this is reduced to £80 each child if paid within 21 days.

- Second Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice): The amount of £160 paid within 28 days. No reduced amount.
- Payment plans will not be offered and/or payments received outside of the 28 day period will not be accepted. Where a penalty notice expires unpaid the matter will be referred to Warwickshire County Council's Legal Services to consider criminal prosecution.
- Third Leave of Absence offence within a 3 year period (from the date of issue of the first penalty notice): A penalty notices will be not be issued and the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal prosecution proceedings under S444 of Education Act 1996.

**Your child's progress academically as well as socially is our shared priority.**