



8th September 2017

“Learning Together for Life”

Dear Parents, Carers and Friends of Hartford Manor,

Welcome Back

One of my favourite moments in the school calendar is when the children return to school for the new academic year. The new school year is a time of excitement and possibilities and I am looking forward to working with the children, teachers and parents to continue to build a school we are all proud of, and a school community that enables all children to make the highest rates of progress.

Alongside our new families, who have started in Nursery and Reception, we also welcome 16 new children who are joining us in other year groups. I know from my own experience the warm welcome you get when you move to Hartford and look forward to getting to know all the families over the coming months.

Inset Days

When we set the holiday dates for 2017-2018, we chose a pattern that was broadly in line with 2016-2017. After feedback from a number of parents we have decided to change the INSET days for this year to align with the end of term dates for our local high school. Can I please apologise if this change causes any confusion. If you have already made plans or booked holidays, based on the previous dates, I will authorise the absences and they will be recoded as a C, other authorised circumstances, in the register.

Simon Kidwell
Headteacher

School Dinners

Week commencing 10th September 2017, we will be on [Menu 2](#). The full menu choices are available on our website. Please pay online via [ParentPay](#) and remember that it is your responsibility to ensure that the account is in balance. The cost for lunches for this half term will be £85.50 (5th September to 26th October 2017).

Our catering provider, Edsential, has increased the price of school dinners so it is now **£2.25** per meal. This year, our children had the opportunity to help select the weekly menu choices! Please look out for the new menus on the school website.

Please remember to log into ParentPay regularly to keep your account in balance.

Morning Break Menu

Please note that there have been changes in the choices and prices to some items on the menu. Please see the updated menu on our website.

Uniform

Please remember to label all your child's uniform so that it can easily be returned if lost.

Leave of Absence requests from September 2017

As previously advised, any holiday requests will not be authorised from September unless they are deemed as exceptional circumstances. Cheshire West and Chester Council will be resuming the issuing of Fixed Penalty Notices for any unauthorised absence, for 5 consecutive school days (10 sessions) or more, unless there are any exceptional circumstances. A Fixed Penalty Notice can only be issued to parents/carers of pupils who are of Compulsory School Age. Where both parents have responsibility for their child, each parent will receive a Fixed Penalty Notice. The definition of "parent" includes all natural parents, whether they are married or not; and includes any person who, although not a natural parent, has parental responsibility and/or care for a child or young person.

The amount of the penalty is £60 per parent/carer if paid within 21 days. If the payment is made after 21 days but within the maximum 28 days the penalty payment is £120 per parent/carer. Parents/carers do not receive reminders requesting payment.

Section 444 of the Education Act 1996 makes it a criminal offence for a parent to fail to secure their child's attendance at the school at which they are registered, where that absence is not authorised by the school. If the Fixed Penalty Notice is paid within the time limits above no further action will be taken in connection with the offence. If the fixed penalty notice remains unpaid the file is passed to the Authority's Legal Services and the parent/carer could get prosecuted in the magistrate's court.

Please also see letter from Cheshire West at the end of this newsletter.

Breakfast Club

Following the successful pilot of the early start last term, the club now opens at 7.30am. The club is hugely popular with many children opting for a cooked breakfast of beans/egg on toast! We also provide cereal, toast and juice. Please note that the price for each session will be **£2.50** per child from September, (**£3.50** for nursery children).

Please remember to log into ParentPay regularly to keep your account in balance.

After school activities

We are busy planning the activities for this term. Please look out for more information in next week's newsletter. We hope that activities will start week commencing 18th September. We will also let you know when choir practice will restart.

Music lessons

We are fortunate to be able to offer guitar and brass lessons at school. Those who expressed an interest in Guitar lessons have now received letters inviting them to sign up.

We can also offer brass lessons to children in years 5 and 6. Please contact the office or let class teachers know if your child is interested.

Pre-loved Uniform

A reminder that FOHM are selling pre-loved Hartford Manor uniform. Please email any requests to hartfordmanorpreloveduniform@gmail.com

Welcome to the FOHM News Update

Welcome back everyone! We hope you had an amazing summer holiday and your batteries are recharged ready for the new fundraising year. We would also like to extend a very warm welcome to our new children, parents/carers and their families to Hartford Manor. As parents/carers of children of Hartford Manor, you are automatically a member of the school's PTA, the Friends of Hartford Manor. We run many fundraising events throughout the year and there are so many ways that you can get involved. If you are interested in doing so, please speak to a member of the committee on the playground or email me (Michelle Bebbington, Year 3 mum) on contactFOHM@gmail.com. It's a great way to get involved with the school and to meet other parents.

We also start the new year with some great news! Over the summer, we smashed £1,000 fundraising for the School Lottery. Thank you for your continued support.

Notice of AGM

As required by the Charity Commission, FOHM will hold their Annual General Meeting (AGM) on Tuesday, 19th September 2017, 7pm at school.

Nominations for the positions of Chair, Secretary, Treasurer, Marketing and Communications Officer and Ordinary Committee Members are invited.

Nominees must be a parent/carer of a current Hartford Manor pupil. All nominations should be in writing, signed by the nominee and seconded by two members of the school community i.e. parent/carer of a child at Hartford Manor.

Deadline for nominations Nominations should be received at the school office by 3pm on Friday, 15th September 2017. For more information, email: contactFOHM@gmail.com

Stay in Touch

For more information about upcoming FOHM events or to get in touch:

- [Click here](#) to visit our web page
- [Meet the Committee](#)
- Join our [Facebook](#) page
- Follow us on [Twitter @FOHManor](#)
- Email us on contactFOHM@gmail.com

Thank you for your continued support.

Michelle Bebbington

On behalf of FOHM

Diary Dates**NB This list is subject to change during the year****Autumn Term:**

Wednesday	13 September	Toddler group begins 2pm-3pm each week in school
Friday	15 September	Key Stage One (KS1) Celebration Assembly 9.00am
Tuesday	19 September	FOHM AGM Meeting 7.00 – 8.00pm
Friday	22 September	Key Stage Two (KS2) Celebration Assembly 9.00am
Friday	29 September	KS1 Celebration Assembly 9.00am
Friday	29 September	FOHM Fashion evening 7.30pm – 10.00pm, Hartford Manor
Tuesday	3 October	School Photographer – individuals and siblings
Wednesday	4 October	Year 6 First Aid Training Day
Friday	6 October	KS2 Celebration Assembly 9.00am
Friday	13 October	KS1 Celebration Assembly 9.00am
Saturday	14 October	Open Morning 9.30-11.00am
Tuesday	17 October	Open Morning 9.15-10.30am
Wednesday	18 October	Year 6 Chemistry with cabbage
Thursday	19 October	Year 6 Chemistry with cabbage
Thursday	26 October	School closes for half term
Friday	27 October	INSET DAY - SCHOOL CLOSED
Monday	6 November	School re-opens
Mon, Tues, Weds	13 – 15 November	Parents' evenings
Tuesday	12 December	KS1 Nativity 2pm
Wednesday	13 December	KS1 Nativity 2pm
Thursday	14 December	Christmas Dinner
Thursday	14 December	Nursery Concert 2pm
Friday	22 December	School closes for Christmas Break

our reference

your reference:

please ask for:
Debbie Ward
01244 976175

Wednesday 19th July 2017

Dear Parent,

Fixed Penalty Notices for Unauthorised Holidays

Following the outcome of the Isle of Wight v Platt court case the Local Authority suspended the issuing of Fixed Penalty Notices for the Summer Term 2017.

This letter is to remind parents/carers that from September 2017, unless there are any exceptional circumstances, the Local Authority will be resuming the issuing of FPN's for any unauthorised absence of 5 consecutive school days (10 sessions) or more during term time.

Should an unauthorised absence take place the school will inform the Local Authority and a Fixed Penalty Notice will then be issued in accordance with section 444 of the Education Act 1996.

The law stipulates that the current penalties payable by parents/carers are £60 when the penalty is paid within 21 days, increasing to £120 when the penalty is paid within the next 7 days (giving a total of 28 days to pay). This penalty is per parent/carer per child for the duration of the absence.

If the Fixed Penalty is not paid you could be prosecuted in the Magistrates' Court.

Should you have any questions or queries, please do not hesitate to contact me by telephone on 01244 976175 or by email FPNPayments@cheshirewestandchester.gov.uk

Yours sincerely

Debbie Ward

Fixed Penalty Notice Officer

