



A MESSAGE FROM OUR EXECUTIVE PRINCIPAL

THIS WEEK I EMAILED OUR COMMUNICATION LEAFLET TO PARENTS/CARERS. PLEASE READ IT TO ENSURE YOU RECEIVE THE NECESSARY HELP AND SUPPORT FROM THE CORRECT PERSON. WE PRIDE OURSELVES ON SUPPORTING THE COMMUNITY AND ENABLING OUR CHILDREN TO THRIVE. IF YOU HAVE ANY QUESTIONS PLEASE DO NOT HESITATE TO CONTACT THE SCHOOL.

Mrs Jenkins

A MESSAGE FROM OUR HEAD OF SCHOOL

THE CHILDREN HAVE SETTLED BACK IN REALLY WELL AND ARE ENJOYING LEARNING IN THEIR NEW CLASSROOMS, WHILE CONTINUING TO EMBED NEW ROUTINES. IT IS SO WONDERFUL TO SEE CHILDREN WHO ARE IN EARLY YEARS ENJOYING BEING IN SCHOOL AND DEVELOPING NEW FRIENDSHIPS.

OUR SPORTS, BALLET AND STREET DANCE COACHES HAVE BEEN IN THIS WEEK WHICH THE CHILDREN HAVE REALLY ENJOYED. YEAR 3 AND 4 HAVE ALSO ENJOYED BEGINNING THEIR MUSIC LESSONS WITH A SPECIALIST FROM ARTFORMS.

PLEASE LOOK OUT FOR OUR CLUB OFFER FOR AUTUMN TERM AND SIGN YOUR CHILDREN UP!

Mrs Courtney

ATTENDANCE

SCHOOL ATTENDANCE

THIS WEEK IS **94.9%**

Comets	96.3%
Supernovas	74%
Nursery	92.2%
REF	93.2%
RCW	97.2%
1JR	97%
1/2NC	93.3%
2MH	98.8%
3LG	98.5%
3/4CC	100%
4LP	95.6%
5EM	95.6%
5/6EG	96.3%
6RM	93.6%
Number of lates this week	15

OUR TARGET IS 97%

3/4CC & 2MH

PE TIMETABLE

PE kits need to include a white t-shirt, black shorts and trainers. For colder weather a sports jumper and joggers.

Please bring your child's PE kit on a Monday morning and leave it in school for the week to be returned on Friday.

Don't forget to label your child's clothes.

NURSERY	Thursday	
RECEPTION	Thursday	
YEAR 1	Thursday	
YEAR 1/2	Thursday	
YEAR 2	Thursday	
YEAR 3	Tuesday	Friday
YEAR 3/4	Tuesday	Friday
YEAR 4	Tuesday	Friday
YEAR 5	Friday	
YEAR 5/6	Friday	
YEAR 6	Friday	



We kindly ask all families to log in to the Arbor app and check that your contact details are up to date. This includes your phone number, email address, and postal address.

WATER BOTTLES



Just a gentle reminder to please fill your child's daily school bottle with plain water only. This prevents sticky spills and keeps our little learners perfectly hydrated all day. Thanks!

GET INTO TEACHING

WITH JOSIE THIRKELL INSTITUTE

01226 720758

traintoteach@jtioe.org.uk

www.jtioe.org.uk



Autumn 1 Events

Dates for your diary

1 SEP

SCHOOL OPENS

14 SEP

CLUB SIGN UP

21 SEP

CLUB START

25 SEP

MCMILLAN COFFEE MORNING

1 OCT

CENSUS DAY MENU

16 OCT

WORLD FOOD DAY

16 OCT

LAST DAY OF HALF TERM

31 OCT

**CLOSING DATE FOR Y7
APPLICATIONS**

Community Events

TUESDAYS 10:30-11:30 AM

SHARED TABLE - COOKING TOGETHER

WEDNESDAYS 10:30-11:30 AM

SPEAK & SHINE - LEARNING ENGLISH

WEDNESDAYS 2-3PM AT THE ALLOTMENT

DAD'S DIGGING (UNCLE, GRANDAD)

THURSDAY 2:30 - 2:50 PM

PANTRY

FRIDAY 8- 9:30 AM

**HEART SPACE -
COFFEE MORNING**

Communicating with School

Parents/Carers

Working together with our families is incredibly important to us. This leaflet is designed to help you navigate our school policies and daily routines. Developed in partnership with parents and carers, it ensures our communication meets your family's needs. Here, you will find quick guides for handling small requests. For more formal matters, we have included a clear summary of the Trust's 'Concerns and Complaints Procedure' along with a direct link to the full policy.

SITUATION	WHAT TO DO/OUR PROCESSES	TIMESCALES
Passing on information you would like the teaching staff to know that day	Tell staff on the entrance door or a phone call to the office they will write these down and pass on that morning to the relevant team.	Same Day
Safeguarding needs, attendance or Family support needs	Tell a member of staff on the door you would like a call back, call the school office or email the info@vpaleeds.co.uk for help from Mrs Dooley, Mrs Brought or Mrs Webber	Same Day
Concerns about worries or behaviour your child has experienced (or other issues)	Call the office and request a phone call or meeting with the class teacher. If you are not satisfied with the response, call the office and ask for a call back or for a meeting with the Phase Leader - see the key below so you know who to ask for. If you feel your concerns are not resolved you can then ask for a meeting with the Vice Principal (or Mrs Courtney/Mrs Jenkins in some cases)	A call back within 48 hours unless a child is at risk and a resolution within 15 school days.
If you would like to make a formal complaint about a situation in school after following the concerns process.	Email info@vpaleeds.co.uk including the following information: - As much detail as possible - Contact details - A brief description of how the complaint could be resolved. See the Complaints policy for more information 	Confirmation of receipt of the complaint within 5 school days. A meeting then a written response of the outcome within 20 working days.
Concerns about booking onto trips, clubs, payments for events	Please speak with or email the Office Staff to help resolve the matter. If you are not satisfied with their response, you may request to speak with the Vice Principal.	Within 48 hours a phone call or face to face conversation with the office team.
Concerns about SEND Provision or Practice or need support with First Aid or medical care plans	Email the SENCO on sen@vpaleeds.co.uk or if you are unhappy about your response, please follow the complaints process.	48 hours for a call back/meeting to discuss the concern to establish the worry then 15 working days for a resolution. Or if it is a formal complaint please follow the complaints timeframes. See above.



Communicating with School

Contact Details

CONTACT US

 vpaleeds.co.uk

 info@vpaleeds.co.uk

 Victoria Primary Academy
Ivy Avenue
Leeds West Yorkshire
LS9 9ER

 0113 248 2449

Phase Leaders



Miss Florou
Assistant Principal/
EYFS & KS1
Phase Lead



Mr Myczko
Assistant Principal
UKS2 Phase
Leader



Mr Cook
SENCO / STARs
Phase Leader



Miss Ralph
KS1 Phase
Leader



Miss Peterson
UKS2 Phase
Leader

Key People



Mrs Jenkins
Executive Principal
Victoria and
Oakwell Road
Primary Academy



Mrs Courtney
Head of School
and DSL



Mrs Kingdon
Vice Principal



Miss Dooley
Strategic
Safeguarding
Lead

Be the **Best**
That You Can Be



VICTORIA
Primary Academy

Attendance
Matters



Let's Make
the Most
of the



in School!

Be the **Best**
That You Can Be



VICTORIA
Primary Academy

Attendance
Matters

Attendance

Why is it Important?

How Do You Measure Up?

Attendance	Equivalent Days Absent	Weeks of School Missed (Approx.)
95%	9 Days	2 weeks
90%	19 days	4 weeks (1 month)
85%	29 Days	6 weeks
80%	39 Days	8 weeks (2 months)
75%	48 Days	10 weeks
70%	58 Days	12 weeks (3 months)
65%	68 Days	14 weeks

89%
and Below
Drastic Effect on
Academic Achievement

95% -
90%
Cause for Concern

100% -
96%
Excellent



Dont forget!

October half term has now
been extended to 2 weeks,
from October 19th to October
30th.

This is a perfect time to take
advantage of out of season
holidays!