



Four Lanes Federation



Executive Headteacher: Mrs J Mallaby
 Head of School (infant): Mrs J Docherty
 Head of School (junior): Miss N Jones

Hanmore Road, Chineham, Basingstoke, Hampshire. RG24 8PQ
 Infant contacts: gen.admin@fourlanes-inf.hants.sch.uk or phone: 01256-324256
 Junior contact: admin@fourlanes-jun.hants.sch.uk or phone: 01256-816326
 Websites: www.fourlanesinfants.co.uk & www.fourlanes-jun.hants.sch.uk

15th January 2024

Dear Parents / Carers,

It has been nice to see all the children settle back into school life so quickly after the winter break. We do hope everyone had a lovely Christmas.

I am pleased to welcome some new or returning staff: Mrs Banks and Mrs Grice, teachers at the infant school, and Mrs Feely joining the junior school as 5PW teacher (covering Miss Walker’s maternity leave). Mr Marmoy has also joined us as our new site caretaker, who you may have already met around the school site at drop off or pick up times.

**MOMENTS
MATTER,
ATTENDANCE
COUNTS.**

At the end of the Autumn Term, both schools experienced sickness both in children and staff so we are hopeful that this will improve now as Spring Term is a key learning time in school. Please ensure that your child attends regularly and on time. We will inform you on a termly basis about your child’s attendance record, regardless of whether they have had absence or not. If any absence reaches a concerning level, you will receive contact from school sooner than this in order to discuss if or how we can support any improvement.

For further details please see our Federation Attendance Policy on the following link:

[Attendance Policy](#)

Some important things to note in the policy are:

	Doors open	Registration	Late (Code L)	Unauthorised (Code U)
Infant School	8.45am	8.55am	8.56 to 9.15am	From 09.16am
Junior School	8.40am	8.50am	8.51 to 9.10am	From 9.11am

If your child is absent you must:

- Contact the relevant school as soon as possible on the **first day of absence** by phoning the office.
- Send a note in on the first day they return with an explanation of the absence – you must do this even if you have already telephoned us (this can be by email).

If your child is absent we will:

- Telephone you on the first day of absence if we have not heard from you - *This is because we have a duty to ensure your child’s safety as well as their regular school attendance.*
- Invite you to discuss the situation with a member of the Senior Leadership Team if absences persist.
- Refer the matter to the Hampshire County Council’s Attendance Legal Panel if absence is unauthorised and falls below 90%



You may have noticed that the Government are focusing on school attendance at the moment as school absence rates have increased nationally. This is via the **'Moments Matter, Attendance Counts'** campaign.

Schools, nationally, are experiencing the number of persistently absent pupils increasing. This is when attendance drops below 90%. In 2018/19, just 40% of persistently absent (PA) children in KS2 achieved expected KS2 standards, compared with 84% of pupils who were regular attenders.

School attendance however is important for more than just attainment: Regular school attendance can facilitate positive peer relationships, which is a protective factor for mental health and wellbeing.

Attendance and absence data for our schools (end of Autumn Term) showed the following:

	Infant School	Junior School
Attendance	96.5%	96.3%
Authorised absence	2.9%	3.2%
Unauthorised absence	0.6%	0.5%

Attendance Target
Set by Governing
Body: 97%

Inconsiderate Parking

Unfortunately we have had further reports of inconsiderate parking and anti-social behaviour by a small minority of our parents / carers at drop off of pick up times. This seems to be a particular issue in Forest Drive. Please be mindful of how this can be intimidating for our neighbours as well as being a potential safety hazard as emergency vehicles need access at all times. Our advice continues to be to take registration numbers and call the police.



Diary Dates for Spring Term – infant school

Fri 2.2.24	NSPCC Number Day (details to follow)
Mon 5.2.24 – Fri 9.2.24	Children's Mental Health Week
Mon 12.2.24 to Fri 16.2.24	Half term break
Mon 19.2.24	INSET day – school closed for children
Tues 20.2.24	Start of term for children
Fri 23.3.24	Mini-Movie Night 3.30-4.30pm
Wed 6.3.24	FFLS Happy School Bags clothing collection
Fri 8.3.24	World Book Day - Dress up day Parent drop-in meetings with Mrs Docherty and Mrs Wheeler



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Sat 9.3.24	Basingstoke Music Festival – Choir competition
Tues 12.3.24	Choir trip to The Anvil – Barnaby Bear Sing-a-long Workshop
Fri 15.3.24	Red Nose Day
Sat 23.3.24	FFLS Easter Egg Hunt
Mon 25.3.24 & Wed 27.3.24	Parent Consultation Meetings 3.30-7pm
Thurs 28.3.24	Break Up for Easter Holidays
Fri 29.3.24 – Fri 12.4.24	Easter Break

Diary Dates for Spring Term – junior school

Wed 10.1.24 – Fri 12.1.24	4CR residential - Minstead
Mon 15.1.24 – Wed 17.1.24	4SP residential - Minstead
Wed 17.1.24 – Fri 19.1.24	4KH residential - Minstead
Mon 29.1.24	Whole school dance workshop with Felix Clements from Britain's Got Talent 2023
Fri 2.2.24	NSPCC Number Day (details to follow) FFLS Junior School Discos 5.30-6.30 (Year 3 & Year 4) and 6.45 – 7.45pm (Year 5 & Year 6)
Mon 5.2.24 – Fri 9.2.24	Bikeability for Year 6 Children's Mental Health Week
Mon 12.2.24 to Fri 16.2.24	Half term break
Mon 19.2.24	INSET day – school closed for children
Tues 20.2.24	Start of term for children
Mon 26.2.24	Year 5 Swimming starts – Mondays in March
Mon 4.3.24 – Fri 8.3.24	Book Week
Tues 5.3.24 – Mon 11.3.24	Book Fair in school
Tues 5.3.24 & Thurs 7.3.24	Parent Consultation Meetings
Wed 6.3.24	FFLS Happy School Bags clothing collection
Fri 8.3.24	World Book Day - Dress up day on Friday 8 th March (both schools)
Sat 9.3.24	Basingstoke Music Festival – Choir competition
Fri 15.3.24	Red Nose Day
Sat 23.3.24	FFLS Easter Egg Hunt
Thurs 28.3.24	Break Up for Easter Holidays
Fri 29.3.24 – Fri 12.4.24	Easter Break





Key dates for rest of academic year – both schools:

Mon 15.4.24	Start of term for children
Mon 6.5.24	May Day Bank Holiday
w/c 13.5.24	Year 6 SATs week
Mon 27.5.24 to Fri 31.5.24	Half term break
Mon 3.6.24	INSET day
Tues 4.6.24	Start of term for children
Tues 4.6.24 – Fri 7.6.24	Year 6 Calshot residential
Tues 4.6.24 – Fri 14.6.24	Year 4 Multiplication Tables Check window
w/c 10.6.24	Phonics Screen Check week for Year 1 (and Year 2 re-sits)
Tues 23.7.24	End of term / school year
Wed 24.7.24	Start of Summer break

If you have any questions or queries, please do not hesitate to contact us via the school office or on the playgrounds.

Yours sincerely,

Mrs J Mallaby
Executive Headteacher

