



Wells-next-the-Sea Primary and Nursery School
Polka Road, Wells-next-the-Sea
Norfolk, NR23 1JG

www.wensumtrust.org.uk/wells-next-the-sea

01328 710320

office@wells-next-the-sea.norfolk.sch.uk

18th September 2026

Harvest Celebration Thursday 8th October 9.30 am

We warmly invite all families of our Year Reception to Year 6 children to attend St Nicholas Church for our Harvest Festival on Thursday 8th October at 9.30am. We are delighted to be supporting the North Norfolk Foodbank this year with our donations, they provide a real lifeline to many in our community. Please find below a list of suggested items to donate, but any non-perishable food items are gratefully received (no fresh items please). Donations can be brought into school from Tuesday 6th to Friday 9th October.

Chocolate	Cup-a-Soup
Jam	Noodles
Preserves	Rice Sachets (microwaveable)
Squash	Tinned Fruit
Tinned Meat	Tinned Vegetables

School Photos -Thursday 22nd October

Tempest will be coming into school on Thursday 22nd October to take individual and sibling photos. All sibling groups will have a photo taken together, there is no obligation to buy any of the photos taken on this day. Please ensure that all children are dressed in full correct school uniform for this day, if your child normally comes to school in Woodland or PE kit on a Thursday, please send the kit in to school in a bag and your child will be given time to change before their lesson.

EYFS Open Morning-Thursday 15th October

We are holding an open morning for prospective Nursery and Year Reception families on Thursday 15th October at 10am. There is no need to book an appointment, just come along!

Parents Evenings -Tuesday 17th & Thursday 19th November, SEN Appointments-Wednesday 11th November

Parents evenings will be held on 17th and 19th November this year, sign-up sheets will be available in the canteen nearer the time.

SEN Parents meetings will be on Wednesday 11th November, the sign-up sheet will be in the office after half term.

New Exit for Blue Gate

We have a new system to exit the school site from the main blue gate to replace the green button. We are always looking at ways to keep our children safe and we feel that this is a more secure system. Please now press the silver buzzer outside the gate to alert staff, who will then release the gate. The gate will remain open at the end of the school day in the usual way. Thank you for your cooperation with this, Mrs Stroulger and the School Office Team.

PE Kit & Earrings

Please ensure your child wears the correct PE kit on PE days, football shirts are not allowed. All piercings must be removed for PE lessons or if your child is taking part in a school sports club/fixtures. Taping will no longer be allowed. If your child is unable to remove their own earrings, please do this at home before they arrive at school, school staff will not be responsible for removing any earrings. The Association for PE (AfPE) strongly recommend these guidelines and therefore as a school we will be adhering to them." Schools have a duty of care to ensure students are able to participate actively without unnecessarily endangering themselves or those that work around them. The Association for PE (AfPE) strongly recommends the practice of removing all personal effects at the commencement of every

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lesson to establish a safe working environment. This applies to all ear and body piercings.” We would really appreciate your cooperation with this.

PFA News

We will be holding our AGM on **Wednesday 7th October** after school in the Ebb and Flow classroom, all are welcome to attend. We will be forming a new committee so do come along and see what the PFA is all about!

Trim Trail Update

We have now held a site meeting and have received the plan for this exciting new addition to the children’s outside play provision. We are in the final stages of planning and permissions; we can’t wait to share the full plans with you. As always, this wouldn’t be possible without your amazing support.

Attendance

At Wells-next-the-sea Primary & Nursery School we work closely with parents and carers to ensure that all pupils receive the best possible education and achieve their full potential. Good school attendance is essential for children’s learning, wellbeing and future opportunities. Parents have a legal responsibility to ensure that their child attends school regularly when they are registered at a school. The Government is clear that children should only miss good attendance and reduce avoidable absence.

When could a Penalty Notice be issued?

Under the national framework for school attendance, a Penalty Notice may be considered when a child has 10 sessions of unauthorised absence within a rolling period of 10 school weeks.

What does this mean?

- A school day consists of two sessions – a morning session and an afternoon session
- 10 sessions is usually equivalent to 5 school days
- The unauthorised absences do not need to happen on consecutive days
- The 10-school-week period can span different terms or school years

Examples of unauthorised absence may include:

- Holidays taken during term time without authorisation
- Keeping a child away from school without an accepted reason
- Persistent late arrival after the close of registration

Can a Penalty Notice be issued before the threshold is reached?

Yes. In some circumstances, the Local Authority may decide to issue a Penalty Notice before the threshold is reached. For example, this could apply where there have been several unauthorised term-time holidays. The Local Authority may also consider alternative legal action where appropriate.

How many Penalty Notices can be issued?

A maximum of two Penalty Notices per parent, per child can be issued within a rolling three-year period. The three-year period begins on the date the first Penalty Notice is issued. If the national threshold is met for a third time within three years and two Penalty Notices have already been issued to the parent(s), the Local Authority may consider prosecution under Section 444 of the Education Act 1996.

A successful prosecution could result in:

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- A criminal conviction
- A fine of up to £2,500
- Any other penalties available to the court

Who can receive a Penalty Notice?

For the purposes of school attendance law, a parent includes:

- A child's natural parent
- Any person who has parental responsibility for the child
- Any person who has day-to-day care of the child

Penalty Notices will usually be issued to parent(s) responsible for the child's attendance or who allowed the absence to occur. This may apply regardless of which parent submitted a request for leave of absence.

How much is a Penalty Notice?

?

First Penalty Notice	Second Penalty Notice
The first Penalty Notice issued to a parent for a child will be: • £160, payable within 28 days; or • £80, if paid within 21 days.	If a second Penalty Notice is issued to the same parent for the same child within three years of the first Penalty Notice: • The charge will be £160 • Payment must be made within 28 days • No reduced payment option is available.
Important information about payment • Penalty Notices must be paid in full. • Part-payments are not accepted. • Payment plans are not available. • There is no right of appeal against a Penalty Notice. • Penalty Notices are issued per parent, per child. This means that where two parents are liable for a child's absence, each parent may receive a separate Penalty Notice and will be responsible for paying their own fine.	

Requests for leave of absence during term time

Government guidance states that schools should only grant leave of absence during term time in **exceptional circumstances**. Each request will be considered individually, taking account of the specific circumstances presented. Although we recognise the value of family time together, requests for family holidays during term time will not normally be authorised. Government guidance states that a need or desire for a holiday or other leisure activity is not considered an exceptional circumstance. If leave is granted, the Headteacher will determine the length of time authorised.

How to request leave of absence

Requests for leave of absence should be made in advance of the planned absence. Making a request in advance allows the school to consider the circumstances before a decision is made. Where leave has not been requested in advance, the school may be unable to consider individual circumstances, and the absence is likely to be recorded as unauthorised. The school reserves the right to request evidence in support of absences reported immediately before or after a holiday period.

Support with school attendance

We understand that children and families can sometimes face challenges that affect attendance. If you are experiencing difficulties or require support to help your child attend school regularly, please contact:

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Mrs Emma Beck, Senior Teacher & Attendance Lead
 01328 710320 office@wells-next-the-sea.norfolk.sch.uk

Values Awards

Seashells	-
Sea Lavender	Phoenix
Oysters	Callie
Marsh Mallow	Iris
Samphire	Issy
Barnacles	

Good Work Awards

Seashells	-
Sea Lavender	Lila
Oysters	Sonny
Marsh Mallow	Alfie L
Samphire	Merryn
Barnacles	

Term dates for
2026-2027

<https://www.wensumtrust.org.uk/wells-next-the-sea/parents-and-carers/term-dates>

7th October - Cluster Touch Rugby
 7th October PFA AGM
 8th October - 9.30am Harvest at St Nicholas's
 15th October - EYFS Open Morning for prospective parents for Sept'27
 22nd October Individual and School age Sibling Photographs
 22nd October Last Day of Autumn 1 Term
 2nd November First Day of Autumn 2 Term
 4th November Flu Vaccinations
 13th November - Children In Need
 17th and 19th November Parents Evening
 18th November Cluster Football
 2nd December Cluster Quiksticks Hockey
 18th December Last Day of Autumn 2 Term
 5th January First Day of Spring 1 Term
 12th February Last Day of Spring 1 Term
 22nd February First Day of Spring 2 Term
 25th March Last Day of Spring 2 Term
 13th April First Day of Summer 1 Term
 3rd May Bank Holiday Monday-School Closed
 28th May Last Day of Summer 1 Term
 7th June First Day of Summer 2 Term
 21st July Last Day of Summer 2 Term

Our School Designated Safeguarding Leads are Mrs Stroulger, Mrs Taylor, Mrs Beck, Mrs Chesterman & Mrs Baker-Milne

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