



Waverley Abbey School

All things are possible for one who believes. Mark 9:23



HEADTEACHER'S UPDATE

Next week's worship theme – Peace
(International Peace Day 21st September)

In peace I will both lie down and sleep; for you alone, O
Lord, make me dwell in safety.

Psalm 4:8

This week has been very busy here at Waverley, not only with a full week of learning but also with our practice fire drill and lockdown too. These are both essential, particularly with children being in a new classroom and are a legal requirement for all schools to undertake. The children, as you would expect, take all of this in their stride!

This week has been particularly busy in Year 6 with the majority of pupils considering their wider contribution to school via our numerous pupil voice groups. Well done to all those who have applied for a role! The amazing Year 6 tour guides have also begun showing prospective parents around too.

Leave of Absence – A reminder to all parents/ carers about term time leave of absence.

A pupil's absence during term time can seriously disrupt their continuity of learning. Not only does the child miss the teaching provided on the days they are absent, they are also less prepared for the lessons after they return. There is a consequent risk of underachievement, which the school and the parents/carers should seek to avoid.

Parents/carers are strongly advised against booking any leave of absence during term time as they will not be authorised. School holiday dates are published a year in advance and are available on the school and Surrey County Council websites.

For further details please refer to our attendance policy, on the school website.

School Newsletter 2

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18th September 2026

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Penalty Notices - Penalty Notices will be issued by the Local Authority for unauthorised leave of absence in term time.

Mobile phones: We actively encourage families not to allow their children to bring expensive items into school including mobile phones, however If your child must bring a phone in then our school policy is that they need to drop it off at the office first thing in the morning, returning to pick it up at the end of the day. We should also have a letter/ E mail confirming that your child will be bringing a phone onto the premises. Thank you for your co-operation in this.

Waverley DSL Team: At Waverley we have a number of staff who make up our DSL (Designated Safeguarding Lead) team. Ms Morris is the lead with myself, Mrs Munro, Mrs Hilyard, Mr Brown, Miss Haines, Mrs Palmer and Mrs Parker Swann (HSLW) too. If you have a concern, however small, we always ensure that there is a member of the DSL team on site if you want to come and talk. We also use the E mail dsl@waverley-abbey.surrey.sch.uk if you would prefer to E mail.

Nut free school: Please remember when packing children's lunchboxes that we are a nut free school. We do have children with severe nut allergies therefore cannot have any nuts or nut products (peanut butter etc) on site.

Mrs Rebecca Marshall

Pupil News!

A huge thank you to Ava in Year 6, who held a bake sale over the summer holidays to raise money for Thundu School. She raised an incredible £110 selling homemade cakes and biscuits!



Congratulations to Elstead U9 Cricket Team (T2), who have had an amazing season. The boys trained hard, won many matches and had lots of fun all season. Special congratulations to Woody, Toby, Jacob and George for their trophies at the awards ceremony - excellent bowling, batting, fielding and champagne moments. Well done to everyone in the team!



Penalty Notices

If you consider that there are exceptional circumstances relating to your request, please let the school have full details. Each application for a leave of absence will be considered on a case by case basis.

Penalty Notices to Address Poor Attendance at School

A Penalty Notice may be issued as an alternative to the prosecution of a parent/carer for their child's unauthorised absence from school (absence without the agreement of the school or not covered by a medical note) and will be used by Surrey County Council in the following circumstances :-

1. Pupils identified by police and Attendance Advice Officers (formerly Inclusion Officers) engaged on Truancy Patrols and who have incurred unauthorised absences.
2. Leave of absence in term time (5 days or 10 sessions or more).

Please be aware that The School Attendance (Pupil Registration) (England) Regulations 2024 state that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances.

They may request that Surrey County Council issue Penalty Notices when the absence is not authorised.

Warnings will not be given where it can be shown that parents have been notified that such absences will not be authorised.

3. Finally, the issuing of a Penalty Notice will also be considered where it is judged that a parent is failing to ensure their child's regular school attendance.

This will be considered when a pupil has incurred 10 or more unauthorised sessions in the previous 10 school weeks, which may include a pupil arriving late after close of registration.

If you believe at any stage that your child's absence from school may leave you liable to receive a Penalty Notice, it is extremely important that you act without delay to secure their regular attendance.

If you have any questions or require further support to achieve an improvement in your child's attendance, please contact your child's school or the Attendance Advice Officer.

Penalty Notice relating to Exclusions

If a child is excluded from school, Section 103 of the Education and Inspections Act 2006 places a duty on parents/carers to ensure that their child is not in a public place without justifiable cause during school hours.

This duty applies to the **first five days of each exclusion**. Failure to do so will render the parent/carer liable to a Penalty Notice. (Alternative education provision will be made available from the sixth day of any exclusion.)

Penalty Notices continued....

Amount Payable for a Penalty Notice and Consequences for repeat unauthorised absences

1. If you have not incurred a penalty notice relating to this child/children in a rolling 3 year period since 19 August 2024, then the penalty notice will be charged at the rate of £160.00, **per parent/carer per child**, if paid within 28 days. This will be reduced to £80.00 if paid within 21 days of receipt of the notice. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
2. If you have incurred a penalty notice relating to this child/children since 19 August 2024, the rolling 3 year period will be activated from the date of the first penalty notice and the second penalty notice will be charged at the flat rate of £160.00, **per parent/carer per child**, if paid within 28 days. There will be no reduction for payment within 21 days. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
3. If you have incurred 2 penalty notices relating to this child/children in the rolling 3 year period since the first penalty notice was issued, then you will NOT receive a third penalty notice – Surrey County Council will have no option but to consider a prosecution, **per parent/carer per child**, in the Magistrates Court under s 444 Education Act 1996.

Lego Donations

We have kindly been gifted a Lego table by a Waverley Abbey family and are looking to add to our Lego collection. We would love donations of any loose bricks, base plates, or sets (complete/incomplete). Please bring any donations to the school office.

Thank you.

Second Hand Uniform

Please email the school office with you the items and sizes before making payment on SCOPay, just in case we are not able to fulfil your request.

Please note we do not have any second-hand PE hoodies or larger size PE t-shirts available.

Thank you.

Skipping and Belonging Box Feedback

We are always looking for ways to improve the experiences we provide for our children and would greatly value your feedback on two recent initiatives: our Belonging Box project and the Skipping Workshops. Both activities were designed to support children's wellbeing, confidence, sense of belonging and enjoyment of school. Your views will help us understand what worked well, the impact these experiences had on your child, and any areas where we could make further improvements. Please take a few minutes to complete the short survey linked below.

Thank you for your continued support and partnership in helping us provide the very best opportunities for all of our children.

<https://forms.cloud.microsoft/e/sEaygEiif7>

Volunteer Readers Needed

Could you spare half an hour or even an hour to help support reading in our school?

We are looking for parent volunteers to come into school and listen to children read between 2:30pm and 3:30pm. Giving up just a small amount of your time can make a huge difference to a child's confidence, fluency and enjoyment of reading.

If you are interested in helping, please email the school office.

If you already have a DBS check through the school, volunteering is a great way to keep it active and up to date. If you do not currently have a DBS check, please speak to a member of the office team, who will be able to support you with the application process.

We would love to welcome more volunteers into school, thank you in advance for supporting our children with their reading.

Thank you!

Diary Dates 2026

September

Tuesday 22nd	Year 6 Kew Gardens Visit
Monday 28th	Year 3 Showcase and Refreshments - 8:45am
Tuesday 29th	Year 5 Planetarium Visit - 5SM and 5OK

October

Thursday 1st	Year 5 Planetarium Visit - 5AD and 5LB
Monday 5th	Harvest Festival
Friday 9th	Tilda's Bake Sale - 3:10pm (Year 6 Playground)
Tuesday 13th	Parents' Evening - 3:45pm - 6:45pm
Thursday 15th	Parents' Evening - 3:45pm - 5:45pm
Friday 16th	Break Up For Half Term

November

Monday 2nd	Return To School (Winter Uniform)
Tuesday 3rd	Individual And Sibling Photographs
Thursday 5th	Nasal Flu Spray Vaccinations Year 6 Height and Weight Measurements
Monday 9th	Year 5 Haslemere Museum Visit - 5OK and 5LB
Tuesday 10th	Year 5 Haslemere Museum Visit - 5AD and 5SM
Friday 13th	Year 4 Showcase - 2:30pm
Monday 16th	Odd Socks Day
Thursday 19th	Non Uniform Day FOWA PG Film Night - 3:30pm - 5:30pm
Tuesday 24th	Christmas Wreath Workshop - 7pm - 9pm

December

Tuesday 1st	Rocksteady Christmas Concert - 2pm
Monday 7th	Year 6 Showcase - 2:30pm
Thursday 10th	Year 3 Pantomime Visit FOWA Christmas Fair
Monday 14th	Christmas Lunch and Jumper Day