



Hunslet Moor Primary School  
Telephone: 0113 271 7257  
Email:  
Enquiries@hunsletmoor.co.uk

December 2025

Dear Parents/Carers and families,

It has been wonderful to see so many families come into school across the term and join us for many different events. Children love the opportunity to share their work with you and so thank you for taking the time to join us.

### Staff news

Mrs May has made the decision to take a new direction in her work and will be leaving us at the end of this year. On behalf of all the children, parents and colleagues at the school we would like to say a big thank you to Mrs May and we look forward to hearing what the next chapter brings for you!

Mrs Stringer is also leaving us at the end of this term. Mrs Stringer has been successful in securing a teaching position in a resourced provision in a primary school. We would like to wish Mrs Stringer all the best and thank her for all of her contributions to Hunslet Moor.

### Food in School

Following guidance received from Health & Safety and in line with Natasha's Law, NO food will be allowed into school unless it is in a sealed bag/container and the ingredients are clearly labelled on the packaging. **This does not include children's packed lunches** but applies to items such as cakes and party bags/sweets etc brought in for birthdays and celebrations. Unless Halal and in a sealed bag we will not be able to accept these in School.

### Parent Code of Conduct

Our Board of Governors have recently agreed a Code of Conduct which is an unsigned agreement for Parents, Carers, Visitors and Hunslet Moor Primary School. The document is now live on our website in the Policies section : <https://www.hunsletmoor.co.uk/our-school/school-policies/>

### Reception pupil school applications for September 2026

If you or other parents you know are looking for a school place for September 2026 please send them our way! We are happy to show any perspective parents around school (this being for children in any year group) and supporting parents in applying online for school places.

- **15<sup>th</sup> January 2026- deadline for school applications**
- **16<sup>th</sup> April 2026- National Offer day**

Designated Safeguarding Lead & Mental Health Lead - Mrs M Lee  
Deputy Designated Safeguarding Leads Mrs K Dellow and Mrs L Hemingway





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### Attendance and Punctuality

Our current attendance for children of statutory school ages stands at 93.2%. National attendance data is 94.8%. Our punctuality is currently 98%.

Thank you for all of the efforts families have gone to ensuring their child(ren) are here, on time. We understand there can be a number of barriers to a child coming to school. It is really important you talk to us about any problems you are facing so we can work with you to ensure your child is attending regularly. I would also like to take this opportunity to assure parents that if your child is not feeling 100%, they can still come to School and we will monitor them across the day and of course, let you know if their health declines and they are not well enough to be in school.

The number of children classed as Persistently Absent (PA) is 23.9%, nationally, this is 13.5%. A child is classed as a 'PA' when their attendance is under 90%. We are concerned about the high number of children who have such low attendance. I would like Parents to understand that for the majority of children, the most significant reason for low attendance is returning later to school after the beginning of the school year and/or going on holiday during the School year. I cannot authorise leave in either situation and this results in the Local Authority issuing penalty notices.

An ongoing whole school focus is for every child to have strong attendance as we know this is fundamental to ensuring they can **make the progress in their learning in order to achieve their potential. Every day or half day lost to non-attendance has a significant impact as children miss critical learning and fall behind.** We expect to see children in school every day unless they are very unwell and it is a critical part of our safeguarding expectations to ensure children are in school and learning. **We know that you will all share our high expectations that your child/children achieve the best that they can, and for this to be possible we need your support in making sure their attendance is above 96%.**

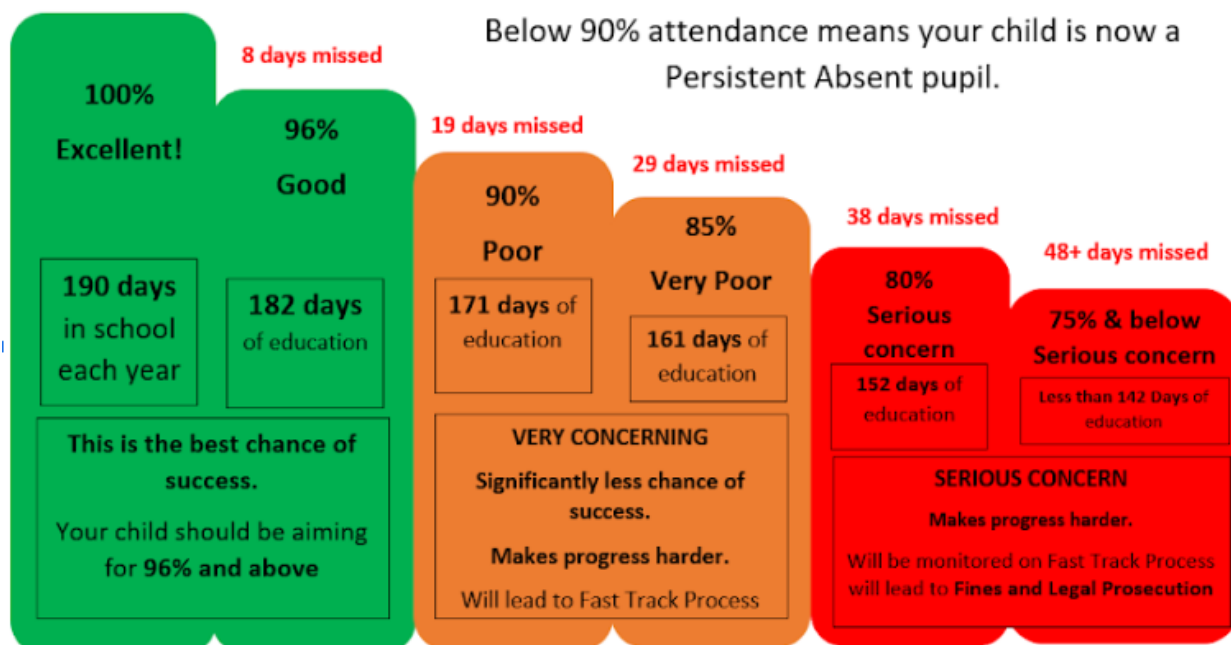
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190 school days: opportunities to learn, make progress and achieve their potential



There are 175 non-school days in a year to spend on family time, holidays, shopping and non-essential medical appointments.

Please can we ask every parent/carers to work with us to achieve the best for your child/children

- that children are only absent if they are very unwell and not able to be in school
- if your child is ill please notify the school on the first day of absence before 9.15am either in person at the school Office or by phone. There is a dedicated absence line if you would like to leave a message
- contact school every day of a child's absence or inform the school Office if your child will be absent for more than 1 day.
- whenever possible, appointments should be arranged outside normal school hours to prevent disruption to the child's education. For medical appointments during the school day to be authorised, a letter or appointment card must be produced.

Our school attendance policy is in line with the local authority expectations. In line with our policy we will:

- contact home on the first day of all absences if no message has been received from home, either by phone or in person by visiting the home;
- contact home over any absences which are of concern;
- meet with parents/carers and children to set targets for improving attendance and identify individual support plans where required;
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- carry out fast track initiatives to support the management and improvement of attendance throughout the school;
- involve Attendance Improvement Officers and school Governors where there are on-going concerns regarding a child's attendance (this could result in a penalty notice fine being issued and/or parents being required to attend a court hearing where attendance does not improve).



### Punctuality

Please ensure that your child/children arrive in time for the start of the school day. All children should be arriving through their classroom doors. Our school gates are open from 8.40am and classroom doors open at 8.45am.

Children should be in their class from 8.45am.

Gates close at 8.55am so please ensure you are at school by 8.50am at the latest. Arriving after this severely impacts children's learning and means they may miss the breakfast we provide for every child at the start of each day. Where parents are dropping off children late they will be expected to access School via the Hall/School Office and speak to a Senior leader in School about the reason for being late.

### Support for families

Please see links below where parents/carers can access support. If you are experiencing any difficulties, please do not hesitate to contact the school office and we can look at how we can best support.

**Together Leeds** (information on where to get help and support)

**Zero Waste Leeds - We're building a movement to help make Leeds a zero waste city by 2030** (school uniform exchange, together for sport, free winter coats)

**<https://leedsbabybank.org/>** (provide equipment and clothing for babies and young children)

**<https://costoflivingsupport.campaign.gov.uk/help-with-your-bills/>** (Income support)

**<https://costoflivingsupport.campaign.gov.uk/help-with-childcarecosts/>** (Help with your bills)

**<https://costoflivingsupport.campaign.gov.uk/help-with-transportcosts>**

**BBC Children in Need Emergency Essentials Programme | Family Fund** (grants for essential items)

**Deliver beds and basics to children in poverty. (zarach.org)** (provide bed bundles)

**Leeds Community Trust » Grants** (provide grants for items)

**[www.leedsandmoortown.org.uk](http://www.leedsandmoortown.org.uk)** (provide used furniture)

**<https://www.trussell.org.uk>** (Food bank where families can get emergency food support)

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<https://www.healthforall.org.uk/> (A Leeds based charity offering support for families and individuals around health-related support)

<https://moneybuddies.org.uk/> (Emergency debt advice, benefit support and energy advice)

<https://relationshipsmatter.org.uk/> (Helping families and couples in a relationship or separated to build healthy relationships and support with child arrangements)

<https://ashaneighbourhood.wordpress.com/> (The Asha Neighbourhood Project aims to improve lives of all women and children living in South Leeds. This is by giving the service user a wider understanding of their rights, opportunities and services available)

### Important Term Dates

#### Christmas holiday:

Monday 22nd December – Friday 2nd January (Children finish Friday 19th December and back in school Monday 5th January 2026)

#### Spring half term holiday week:

Monday 16th February – Friday 20th February (Children finish Friday 13th February and back in school Monday 23rd February 2026)

#### Easter Holiday

Monday 6th April – Friday 17th April (Children finish Thursday 2nd April and back in school Monday 20th April 2026)

#### May Bank Holiday:

Monday 4th May 2026

#### May Half Term Holiday week

Monday 25th May – Friday 29th May (Children finish Friday 22nd May and back in school Monday 1st June 2026)

#### Last day of term for pupils (start of summer holidays):

Friday 17th July 2025

As a school, we are always here to listen to you. If you would like to discuss anything with us, please approach the school Office, who will make help you make contact with the most relevant leader.

Kind regards,

Miss Darley  
Headteacher

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