

Newport News

The bi-weekly newsletter from Newport Girls' High School

Volume 9 Edition 2 22.09.25



HEAD'S LINES



It's been a busy and exciting fortnight at NGHS since our last edition of Newport News. I'd like to begin by thanking everyone who has responded so generously to our NGHS Development Fund appeal. We fully appreciate that not all families are in a position to make a voluntary donation, and we are grateful for every contribution received. As a state school, I am incredibly

proud of the education we provide, and this fund will help us to do even more for our students. It will support our digital learning strategy and also allow us to redirect more of our core school budget into other areas of school life – including restocking our library in the newly refurbished Centenary Hall.

We are pleased to share that donations will soon be able to be made via Scopay, with the option to include Gift Aid, helping us to maximise every contribution.

Since the last edition, we've welcomed hundreds of prospective

students to NGHS for our Entrance Test. It was a pleasure to meet so many enthusiastic and ambitious young learners, and we look forward to seeing many of them again in the future.

In assemblies, Mr Pointon has introduced our students to the House System, which has already sparked some fierce competition! The recent House Netball tournament was a fantastic showcase of teamwork and school spirit, and we're eagerly anticipating next week's House Bake-Off – always a highlight of the autumn term. I suspect there may be a few extra baking experiments happening in kitchens across Newport, and beyond, this week!

Our largest ever Year 12 cohort has settled into Sixth Form life incredibly well. This weekend, they head off to Liverpool for a residential trip, a brilliant opportunity to build friendships and enjoy some time together outside the classroom. We hope they have a memorable and enjoyable experience.

Finally, a note on parking at pick-up time. While we've seen a marked improvement in recent weeks, we are still receiving concerns from local residents, particularly regarding the lay-by near school, which is a no-parking zone between 8am and 6pm. In addition, Wellington Road Surgery has contacted us about parents using their car park. As a very busy medical facility, it is not appropriate for school-related parking, and we kindly ask all families to respect this.

Thank you for your continued support and engagement with school life. I look forward to sharing more updates with you soon.

With best wishes,

Mr A Jones

Headteacher



YEAR 13'S SCOOP ECONOMICS PRIZES!



Year 13 students (Sanisa G and Maya B) were thrilled to both win prizes in a prestigious national economics essay writing competition. The 'FCDO

(Foreign and Commonwealth Development Office) Next Generation Essay Competition' had over 800 entries nationally with Maya placing in the top 25 and Sanisa the Top 8! Maya's essay on 'women in economics' won her a book and Sanisa's entry was based around 'inclusive institutions'. For her efforts she received a book, £100, a trip to the FCDO and also the world famous London School of Economics (LSE).

Both students were thrilled with their awards and NGHS Economics teacher, Mr Bentley, remarked, *"I am thrilled that both girls have received recognition for their excellent entries. Both essays were an extremely high standard and they should be extremely proud of their achievement in such a prestigious competition."*

Look out for a full report about Sanisa's adventures in London in future editions of Newport News!



Foreign, Commonwealth
& Development Office



THE LONDON SCHOOL
OF ECONOMICS AND
POLITICAL SCIENCE ■

NGHS PODCAST GOES LIVE!

At the end of last year, the school was treated to a fantastic addition to our form time programme with the introduction of our very own NGHS podcast! Students Layla B and Skyla M (Y11) are here to tell you all about it,



“Hi, we are Layla and Skyla, and we are the creators of our school’s fortnightly podcast, which is played during form times. The podcast is produced and organised entirely by us, with the support of SLT and IT to make sure everything runs smoothly. We take responsibility for scripting every episode, arranging interviews with teachers, sharing key notices, and celebrating the fantastic achievements of our fellow students, whether in sport, academics, or other areas of school life.

A big part of our podcast is to help students get to know their teachers a bit more, showing that they are approachable people as well as educators, and to give students a voice by shining a spotlight on their successes. Our main aim is to remind everyone of our school’s ethos in a fun, friendly and positive way. School can at times feel academically rigorous and stressful, so our podcast offers a gentle reminder that school is also about community. We hope everybody listens in, contributes ideas, and shares their own achievements!”

Everyone here at NGHS is so excited to see the podcast going from strength to strength!

EXTRA CURRICULAR OPPORTUNITIES

Now that the term is in full swing, the extra curricular timetable for this term has been published. Offering academic support as well as a myriad of opportunities in sports, music, drama and a host of special interest clubs, we are sure there will be something for everyone!

Click here to download the pdf of the full list:

<https://www.nghs.org.uk/.../2025-2026-extra-curricular...>

A new timetable is published every term as sports activities will frequently change. New clubs often start as the year goes on - look out for information on these during form time and posters around school.

As always, if you wanted to start other clubs or activities not currently offered then please do approach a member of staff or member of the Head girl Team and we will see what we can do!



SPORTS AWARD WINNERS 2025

At the end of last year, many students and teams were recognised for their sporting success but having such a busy end of term meant that we were not able to publicise their fantastic achievements! With this in mind, please see below for a full list of last years NGHS Sports Award Winners:



Team of the Year

U13 Cricket Team

This team have been an outstanding team together, consistent in their performance and strong sportsmanship throughout the season. They have shown incredible improvement supporting one another and achieved impressive results winning a total of 5 trophies against tough competition! Their commitment, unity and passion for the game set them apart and made them truly deserving of this award.



Junior Most Improved Player of the Year

Megan K (Football, Cricket)



This sports person has shown significant growth in their skills, performance in football and cricket and has been a role model to her teammates. They have been committed to their team, shown tremendous leadership and have had a real positive impact on the team. This award is a recognition their great journey this year.

Junior Sports Person of the Year

Violet M (Netball)



Awarded to a sports person who has displayed exceptional talent, dedication and all round commitment to NGHS sport this year. Throughout the year she has given her best showed great improvement in netball and demonstrated leadership and resilience in every performance. Her passion for sport, her attitude and ability to inspire those around her make her standout both on and off the court and field, earning her this recognition of Junior Sports Person of the Year.

Senior Most improved Player of the Year

Tulsi M (Netball)



This student has been awarded the Most Improved Player of the Year because they have displayed exceptional growth and development throughout the season. She also shows tremendous effort, a positive attitude and a willingness to learn making remarkable strides.

learn making remarkable strides. She is a reliable and valuable student both on and off the court and this award reflects their passion for sport.

Senior Player of the Year

Elizabeth W (Netball)



This student has been a key player in the U19 squad this year. She has displayed exceptional skill in defence and holds her composure under pressure. She makes smart decisions and always gives 110% when she is on the court in every netball match. She leads by example with both her performance and her attitude and her passion for sport shines through in absolutely everything she does. This award recognises not just her individual excellence, but also her commitment to the team and school sport as a whole.

Outstanding Sports Performance of the Year

Easha K (Karate)



This student has been awarded Outstanding Sports Performance of the year, a truly deserving award for her exceptional achievements and the grace in which she has carried them. This year, she has represented England in both European and World championships at karate, an extraordinary accomplishment that speaks of her elite levels of talent, dedication and work ethic. What makes her truly deserving of this award however, goes far beyond her athletic success. Competing on an international stage, she remains incredibly humble and grounded. Her atti-

tude towards her sports should remind us all that greatness isn't just about winning, it is about character. This student is truly a role model for everyone and we are very proud to honour her with this award.

YEAR 11 STUDENT TAKES TO THE SKIES!



On Sunday 7th September Cpl Eva R from Yr 11 had the fantastic opportunity to take to the skies at RAF Cosford!

She experienced what it's like to fly an RAF training aircraft, learning first-hand some of the skills the RAF pilots use every day. An amazing opportunity.

Eva is a member of 265 'Chetwynd' Squadron Air Training Corps, who train every Monday and Thursday evening at Chetwynd Deer Park lodge. They are always looking for new recruits. You can find them on Facebook and Instagram.



EQUIPMENT IN SCHOOL

We would like to take this opportunity to say a huge well done for the positive start students have made since we returned to school at the start of September. Already almost 4000 NGHS points have been issued with Year 10 leading the way with over 1400 points! We look forward to celebrating the successes of all year groups in our future rewards assemblies.

A number of students are, however, receiving warnings for lack of equipment and books for lessons. Please encourage students to pack their bags the night before and check they have everything they need with them each day. As a reminder, all students should have the following alongside their workbooks/reading books:

Pen

Pencil

30cm ruler with both mm and cm markings

Green pen

Rubber

Highlighters

Students are not required to bring scissors to school, however, if they do wish to bring them with their other stationery, these must be safety scissors as displayed below. Please note that other scissors will be confiscated.



Furthermore, some subjects require additional equipment to be brought to lessons. This includes:

Mathematics

A Scientific calculator

A pair of compasses

A circular or semi-circular protractor

Humanities

Colouring pencils.

We have also been extremely pleased with the attendance of students so far this term. As you are aware, we aim for a target of 97% attendance, and all year groups are surpassing this. A special mention to Year 7 whose attendance figure is over 99%. Telford and Wrekin have also asked schools to share a leaflet regarding leave of absence in term time and the regulations on this. This leaflet can be found at the following link [Leave of Absence - Newport Girls' High School.](#)

Furthermore, we would like to thank you for the support you have offered with punctuality to school. As we communicated prior to the Summer holidays, students must be on site and in their form rooms by 8.50am. We have already seen an improvement in punctuality to school and Mrs Taylor will continue to monitor this closely moving forward.

Mrs S Martin and Mrs H Birch



HOUSE EVENTS AT NGHS!



If you ask any student what their favourite aspects of NGHS are, there is a pretty good chance that they will say the house system. With a history stretching back decades, each house has a unique character and former student's still remember their friendly (or not so friendly) rivalries between them even years later!

The house system has continued to go from strength to strength with generations of students following in their parents and even grandparents footsteps.

Even early in September, we have already started with the competitions, beginning with House Netball

HOUSE NETBALL UPDATE

On Tuesday 16th September, the first of our house competitions began with Y8 netball. This was then followed on Wednesday 17th with the new Y7's having their first chance to see what our house system is all about!

The week was rounded out on Thursday and Fri-

day with years 9 and 10.

Organised and officiated by the House Captains, there were some high level skills on display from all year groups with everyone giving their all for whichever house they were representing!

Very well played by everyone and here are the final places for the competitions played so far:

Tuesday 16th September - Year 8

First - Austen

Second - Seacole

Third - Roddam

Wednesday 17th September - Year 7

First – Roddam

Tied Second – Austen, Seacole

Thursday 18th September—Year 9

First - Seacole

Second - Roddam

Third - Austen

Friday 19th September—Year 10

First - Seacole

Second - Austen

Third - Roddam



HOUSE 'BAKE OFF' - 25TH SEPTEMBER

As one of the newer house events, the ever popular 'House Bake Off' returns again this year to test our students skills. The four categories this year are:

- ***Continental Creations***
- ***Showstopping Savouries***
- ***Is it Cake?***
- ***Irregular Ingredients and Funky Flavours***

For full details please see your form tutor!



MACMILLEN COFFEE MORNING - 26TH SEPTEMBER

Following straight on from the 'Bake Off' judging, there will be a MacMillan Coffee morning organised by the house teams where the cakes and savouries can be purchased. Don't forget to bring your money to support this fantastic cause!



**MACMILLAN
CANCER SUPPORT**

FOOD FOR THOUGHT!



NEWS FROM OUR IN HOUSE CATERERS

For several years now, NGHS has worked in partnership with 'Academy Catering' who serve delicious, fantastic value meals, snacks, and drinks in both the canteen and Sixth Form Atrium. This has been supplemented at the start of this term with the addition of a Costa Coffee outlet which has provided a fantastic success!

A main lunch meal costs £3 per day with a whole range of other snacks and drinks at a variety of prices (see in school for full details).

The main meals are served in rotation of three menu's - Week A, Week B and Week C. For details of which menu is in operation each week please see the 'Academy Catering' section of our website in the 'about us' section or click the link below

**[https://www.nghs.org.uk/about-us/
academy-catering](https://www.nghs.org.uk/about-us/academy-catering)**

The three weekly menu's can also be seen here
and the date that they are being served:

LUNCH MENU A					
	MEAT MAIN	VEGGIE MAIN	SPECIALS	STARCHY	VEG
MONDAY	Butchers Sausages	Quorn Sausage	Daily Special	Mashed Potatoes	Choice of Vegetables
TUESDAY	Authentic Beef Bolognaise	Vegetable Bolognaise	Daily Special	Pasta	Garlic Bread
WEDNESDAY	Classic Roast Chicken	Macaroni Cheese	Daily Special	Roast Potatoes	Vegetable & Gravy
THURSDAY	Traditional Cottage Pie	Vegetable Pie	Daily Special	Choice of Vegetables	Gravy
FRIDAY	Take Away Day	Vegetarian Burger	Battered Fish	Chips	Beans

- w/c 1st September
- w/c 22nd September
- w/c 13th October

FOOD ALLERGIES & INTOLERANCES
If you require information on allergens or suffer from a food intolerance, please speak to a team member before you order food or drink.

LUNCH MENU WEEK B					
	MEAT MAIN	VEGGIE MAIN	SPECIALS	STARCHY	VEG
MONDAY	Sweet & Sour Chicken	Quorn Chilli	Daily Special	Rice	Choice of Vegetables
TUESDAY	Southern Fried Chicken Wraps	Vegetarian Wrap	Daily Special	Potato Wedges	Beans
WEDNESDAY	Roast Pork & Stuffing with Apple Sauce	Vegetable Pasty	Daily Special	Herby New Potatoes	Vegetables & Gravy
THURSDAY	Pasta Bake Day	Vegetarian Pasta Bake	Daily Special	Garlic Bread	Choice of Vegetables
FRIDAY	Take Away Day	Pizza	Battered Fish	Chips	Beans

- w/c 8th September
- w/c 29th September
- w/c 20th October

FOOD ALLERGIES & INTOLERANCES
If you require information on allergens or suffer from a food intolerance, please speak to a team member before you order food or drink.

LUNCH MENU C					
	MEAT MAIN	VEGGIE MAIN	SPECIALS	STARCHY	VEG
MONDAY	Chilli	Vegetable Chilli	Daily Special	Rice	Choice of Vegetables
TUESDAY	Creamy Chicken Carbonara	Vegetable Pasta Bake	Daily Special	Garlic Bread	Choice of Vegetables
WEDNESDAY	Roast Beef with Yorkshire Pudding	Vegetable Crumble	Daily Special	Roast Potatoes	Vegetables & Gravy
THURSDAY	Chicken Curry Day	Vegetarian Curry	Daily Special	Flatbread	Poppadom
FRIDAY	Take Away Day	Vegetarian	Battered Fish	Chips	Beans

- w/c 15th September
- w/c 6th October

FOOD ALLERGIES & INTOLERANCES
If you require information on allergens or suffer from a food intolerance, please speak to a team member before you order food or drink.

UPCOMING MENU WEEKS

UNTIL HALF TERM

22nd September: **Menu A**

29th September: **Menu B**

6th October: **Menu C**

13th October: **Menu A**

20th October: **Menu B**

academy 

Please note: While we endeavour to provide the dishes indicated on these specific dates there may occasionally be times where we cannot do so (ingredient shortages, supplier failures etc.). In these circumstances an appropriate alternative will be provided

DATES FOR YOUR DIARY

Mon 22nd September Year 7 Edgmond Hall Trip

Thu 25th September House Bake Off Competition

Fri 26th September MacMillan Coffee Morning

Fri 26th September Y12 Liverpool Trip

Wed 1st October Y13 Economics Trip to Manchester

Mon 6th October Carding Mill Valley Geography Trip (Y11)

Thu 7th October Austen House Team to visit Ronald MacDonald House (Birmingham Children's Hospital)

Friday 10th October Hello Yellow (Mental Health Awareness day)

NGHS SOCIAL MEDIA

Why not keep in touch with the goings on at school via our social media pages? We're on Facebook and Instagram. Make sure you follow, like and comment to keep up to date with everything that is going on.



facebook.com/NewportGirls (whole school)

facebook.com/nghs6 (sixth form)



instagram.com/nghsinsta (whole school)

instagram.com/nghs6form/ (sixth form)

What Parents & Educators Need to Know about

SNAP STREAK

97

WHAT ARE THE RISKS?

SNAPCHAT

AGE RESTRICTION
13+

With over 900 million active monthly users and billions of 'Snaps' sent each month, Snapchat is a popular messaging app among children and young people. It allows users to share fun, spontaneous pictures and videos with friends and family while using playful filters. One of Snapchat's unique features is that pictures, videos and messages are only viewable for a short period of time.

ARTIFICIAL INTELLIGENCE

Snapchat's use of artificial intelligence (AI) includes features like the 'My AI' chatbot and AI-powered filters, offering interactive experiences that can be fun but also pose risks. These tools may share unfiltered or inaccurate responses, promote unrealistic beauty standards, and collect personal data. Advanced filters and deepfake-style lenses can distort reality, potentially leading to manipulation, impersonation, or inappropriate content.



SCREEN ADDICTION

Snapchat boosts user engagement and daily use with features like streaks (daily Snapchat exchanges between you and a friend). When a streak's been going for a few days, users will see a 🌟 emoji. The number alongside it shows the number of days, but if users miss a day and break the streak, the only way to restore it is to pay. This encourages daily use habits, and frequent notifications can keep users returning to the app even more often.



SEXTORTION

Because Snapchat's disappearing messages feature may foster a sense of safety, users may become targets of sextortion. For example, a predator may pressure someone into sending nude images, then somehow capture those images to threaten and intimidate the victim. This might involve claiming they will share the images with friends or family unless money is paid.



SNAPCHAT+

Snapchat+ is the platform's premium subscription service, offering early access to new and exclusive features. In June 2025, Snapchat introduced a new tier called Lens+, giving subscribers access to hundreds of lenses and AR experiences for playing, creating, and sharing Snaps. These paid features may encourage young users to spend money to access exclusive content, increasing the risk of overspending or feeling pressured to make in-app purchases.



ACCESSIBILITY

Snapchat is now accessible from a web browser, meaning children can use it on a laptop or tablet without downloading the app. This can make activity harder to monitor, reduce the effectiveness of parental controls, and increase the risk of unsupervised communication or exposure to inappropriate content.



INAPPROPRIATE CONTENT

Some content on Snapchat isn't suitable for children. The hashtags used to group content are determined by the poster, so even an innocent search term could still yield age-inappropriate results. The app's disappearing messages feature also makes it easy for young people to share explicit images on impulse – so sexting continues to be a risk associated with Snapchat.



Advice for Parents & Educators

ACCESS THE SNAPCHAT FAMILY SAFETY HUB

Created with guidance from Common Sense Media, Snapchat has developed a Family Safety Hub that explains how the app works and how to use its in-app protections for teens. It's recommended that you review this guidance before allowing a child to download Snapchat. Remember, the app is only intended for children aged 13 and over.



ENCOURAGE OPEN DISCUSSIONS

Snapchat's risks can be easier to handle if you nurture an open dialogue. Talk about scams and blackmail before letting children sign up. If they're lured into a scam, encourage them to tell you immediately. Talk openly and non-judgementally about sexting, emphasising its inherent risks. Furthermore, explain how popular 'challenges' on the platform can have harmful consequences.



BLOCK AND REPORT

If a stranger connects with a child on Snapchat and makes them feel uncomfortable by pressuring them to send or receive unwanted or inappropriate images, the child can tap the three dots on that person's profile to report or block them. There are options to state why they're reporting that user, with a tailored reporting section under the 'Nudity and Sexual Content' category. In this category, there's the option to report somebody for threatening to leak sexually explicit images, or 'nudes'.



USE PRIVACY SETTINGS TOGETHER

Sit down with the children in your care and explore Snapchat's privacy settings as a shared activity. You can help them adjust who can contact them, view their stories, or see their location on Snap Map. It's a good opportunity to explain why some settings are safer than others, reinforcing their understanding of online boundaries. Encourage them to regularly review these settings, especially after app updates or changes in their friendship groups.



Meet Our Expert

Dr Claire Sutherland is an online safety consultant, educator and researcher who has developed and implemented anti-bullying and cyber safety policies for schools. She has written various academic papers and carried out research for the Australian Government comparing internet use and sexting behaviour of young people in the UK, USA and Australia.



#WakeUpWednesday

The National College

Source: See full reference list on guide page at: <https://nationalcollege.com/guides/snapchat>

@wake_up_weds

/www.thenationalcollege

@wake.up.wednesday

@wake.up.weds

Users of this guide do so at their own discretion. No liability is entered into. Current as of the date of release: 17.09.2025



Telford & Wrekin
Co-operative Council

Protect, care and invest
to create a better borough

Thinking of taking your child out of school in term time?



Penalty Notices for Leave of Absence were introduced in 2004 in line with 'The Education (Penalty Notices) (England) Regulations 2004'.

These regulations have been updated and apply from the 19th August 2024 when all changes will be implemented nationally.

Leave of Absence during term time, can only be authorised by the Headteacher/Principal if they are satisfied, that there are exceptional circumstances.

If the Headteacher/Principal, does not authorise the Leave of Absence but the child is absent during the requested time, parents may receive a Penalty Notice.

How do I make a request for Leave of Absence in term time?

1. You need to complete a Leave of Absence request form. This form is available directly from your school.
2. The completed form must then be returned to the school for approval.
3. The school will then contact you to authorise or reject the request.

What will happen if my request is refused but I still take the Leave of Absence?

Your school will refer your case to the Attendance Support Team, who may issue a Penalty Notice to you if your child has been absent for 10 sessions or more (over a 10 week period). N.B. In some circumstances less than 10 sessions may trigger a Penalty Notice.

Once issued, a Penalty Notice may only be withdrawn in the following circumstances:

- Proof has been established that the Penalty Notice has been issued to the wrong person.
- The Notice ought not to have been issued e.g. where it has been issued outside the terms of the Code of Conduct.

If the notice has not been paid in full by 28 days of receipt, the local authority must either prosecute for the offence or withdraw the Notice.

Parents and carers need to be mindful that a conviction will result in a criminal record.

With the introduction of the new National Framework for Penalty Notices 2024 the following changes will come into force for Penalty Notice Fines issued for unauthorised absence recorded by schools after 19th August 2024.

New National Framework for Penalty Notices

Who may be fined?

Penalty Notice Fines are issued to each parent who allow their child to be absent from school.

For example: Three siblings absent for term time leave, would result in each parent who allowed the holiday receiving three separate fines.



National Threshold

There will be a single consistent national threshold for when a Penalty Notice must be considered by all schools in England of 10 sessions (usually equivalent to five school days) of unauthorised absence within a rolling 10 school week period.

For example: A five day holiday would meet the national threshold.

The 10-school week period can span different terms or school years.

Please note...if in an individual case the local authority believes that a parent tried to avoid a Penalty Notice, by taking their child out of school for less than 10 sessions, they may still be issued with a Penalty Notice.

First Offence

The first time a Penalty Notice is issued for an unauthorised absence, the fine amount will be:

- £80 per parent, per child if paid within 21 days.
- Increasing to £160 if paid between days 22-28.

Second Offence (within 3 years)

The second time a Penalty Notice is issued for unauthorised absence the amount will be:

- £160 per parent (who allowed the holiday), per child, payable within 28 days.

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed a Penalty Notice will not be issued and local authorities will need to consider other available measures to address the absence concerns. This may mean that cases are presented before a Magistrate's Court. Prosecution can result in criminal records and fines of up to £2,500.

Cases found guilty in the Magistrates' Court can show on the parent's future DBS certificate due to 'failure to secure a child's regular attendance'.

Part payments or payment plans are not available and fines must be paid in full within 21 or 28 days, at the rate specified within the Penalty Notice

1. Can I appeal the Penalty Notice?

Only a Headteacher/Principal can authorise Leave of Absence from school. If there are other exceptional or compelling circumstances of which the school were not aware of, you can make a representation to the Headteacher/Principal. If the school maintain the absence is unauthorised, the Penalty Notice will stand. There is no right to appeal a Penalty Notice, but you may choose not to pay and make your representations in the Magistrates Court. You should be aware that should the Court find you guilty of the offence of irregular school attendance, they can impose a higher punishment upon conviction. The Court may also charge you with court costs.

2. I do not live with the child or I am a step-parent, can I still be fined?

Yes, Section 576 Education Act 1996 defines 'parent' as:
Any natural parent, whether married or not.

- Any parent who, although not a natural parent, has parental responsibility as defined in the Children Act (1989) for a child or young person
- Any person who, although not a natural parent, has care of a child or young person on a day to day basis. However, for any parent who does not reside with the child(ren), applications will be considered on an individual basis by the Headteacher/Principal and may still be liable for prosecution.

3. Why do some schools authorise absence and another does not?

The Headteacher/Principal is the only person who can authorise Leave of Absence. Headteachers/Principals are only able to authorise leave of absence requests for exceptional circumstance and each case will be looked at individually.

4. My child has never had unauthorised Leave of Absence before?

The Penalty Notice has been issued based on the referral criteria. School attendance is crucial to children and any absence will have an impact upon your child's education. Your child's Headteacher/Principal will have based their decision on whether the Leave of Absence request was exceptional rather than based on your child's attendance history or percentage level.

If you require further information, please contact the attendance support team via email: attendancesupportteam@telford.gov.uk

HOW TO GET IN TOUCH!

COMMUNICATION WITH SCHOOL

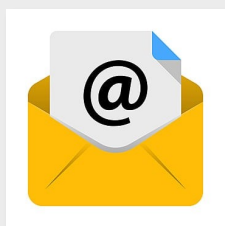
Over the course of the year, we will communicate with you in a variety of ways:

- Every two weeks, we publish **Newport News** on the school website. This document includes news from school, highlights upcoming events, and recent achievements. A link to each edition is sent home by email.
- An annual **Parents' Evening** to update you on your daughter's progress.
- **Grade sheets** and/or **written reports** to update you on your daughter's progress.
- An annual **parent information evening** to outline the key information relevant to each year group. This is in person for Year 7 and remote for other year groups.
- Relevant **letters** to your daughter are sent home via email.
- If teaching or pastoral staff have any concerns relating to your daughter, they will contact you **by phone** or **email**.

Occasions may arise when you need to contact the school to share information or raise concerns. There are several ways in which you can do this, including:

- By telephone – **01952 797550** – If possible, your call will be put through to an appropriate member of staff. Where this is not possible (member of staff is teaching/not in school/unavailable), a message will be taken and passed to an appropriate member of staff. You should expect a response to your call within 24 hours.
- By email – **schooloffice@nghs.org.uk** – You will receive an acknowledgement email once this has been received and be notified that the email has been passed to the appropriate member of staff (this may not always be to whom the email was addressed). You should then expect a response within 24-48 hours of this acknowledgement.
- By **letter** to the school.
- By **recording a note** in the communication section of your daughter's **planner** to be shared with a member of staff.

During school holidays, reception is closed and phone calls/emails cannot be responded to until we return to school. During the school holidays, **urgent@nghs.org.uk** is available to communicate key urgent information; it should not be used to send routine enquiries that can be responded to when school is open again. This account will be checked once every 24 hours by a senior member of staff. They will then make an appropriate response to any email that has been received.



schooloffice@nghs.org.uk



01952 797550



NEWPORT NEWS

**Out fortnightly during
term time**



Letter to school



Note in Student Planner

NGHS PASTORAL TEAM

WHO'S WHO?

At NGHS, the safety of students, staff and visitors is our top priority. Students can speak to **ANY** member of staff about any concerns, but there are certain colleagues with additional training to support you in pastoral and safeguarding matters.

Heads of Year



Mrs D Martin
Head of Year 7



Mr O Green
Head of Year 8



Ms K Houston
Head of Year 9



Mrs A Chapman
& Mrs H Goodall
Head of Year 10 (Joint)



Ms J Capaldi
Head of Year 11



Mrs K Griffin
Head of Sixth Form



Wellbeing Team



Mrs Aver-Howdle
Years 7 - 10
Wellbeing Officer



Miss E Heyes
Wellbeing Officer
(Y11/Sixth Form)



Mrs V Glew
Administrator
(Sixth Form)

Safeguarding Team



Mrs H Birch: Assistant Head, DSL



Mr A Jones: Headteacher & DDSL



Mrs S Martin: Deputy
Headteacher & DDSL



Miss A M Davies: Assistant
Headteacher & DDSL



Ms K Houston: DDSL and
CSE Lead

Abbreviations

DSL: Designated Safeguarding Lead

DDSL: Deputy Designated Safeguarding Lead

CSE: Child Sexual Exploitation