The Griffin Federation
Nurture to Flourish

25th September 2025

Newsletter

Diary Dates

1st October- Meet the Teacher
14th October- FOW Disco/stay and play
Tuesday 21st October – School Photos
Thursday 23rd October – Westmere Harvest Festival 9:30am EYFS/KS1 10:30am KS2
Thursday 23rd October – HSM / GDE Harvest
Thursday 23rd October – End or term 1
Monday 3rd November – Start of term 2
Saturday 13th December – Breakfast with Santa
Thursday 18th December – FOW party games/raffle
Friday 19th December – End of Term 2

Attendance (Thursday -Wednesday)

Weekly attendance for each school:
Holbeach St Marks – 99%
Gedney Drove End – 92%
Westmere – 92%

Nut Allergy- Westmere

We have a child in school with a severe nut allergy and so we ask parents to help us keep them safe by not sending any food to school with nut products in. Thank you.

Fidget Toys

A number of children in school require fidget toys to support their concentration and learning. Our SENCOs, Miss Scarsbrook and Miss Hardstaff, work closely with our class teachers to identify these children. If we decide, often with parent input also, that a child needs a fidget toy, we will provide one. We ask that you do not send fidget toys in from home, as these can be lost, cause arguments and be a distraction in lessons.

Who To Speak To

If you have an issue that you need to discuss, your first point of call is the class teacher. If you are unable to speak to them in person you could use the class email address which is in the following format classname@griffinfederation.co.uk for example stlucia@griffinfederation.co.uk . If your issue doesn't get resolved then your next point of call is the Head of School: Mrs Massey at Westmere, Miss Wells at Holbeach St Marks and, at Gedney Drove End you should speak to Mrs Herd. If you are not sure who you need to speak to, then the office staff can point you in the right direction.

Co-op Community Champions – Gedney Drove End

We are delighted to have been accepted as Co-op Community Champions. To help raise valuable funds for the school all you need to do is use your dividend card at Long Sutton Co-op between 7th September 2025 and 7th March 2026. We would really appreciate it if you could support us with our fund-raising efforts.

Flu Immunisations – Reception to Year 6

If your child is in Reception to Year 6 and you would like them to have the flu nasal spray next term, then please use the following link and the appropriate school code from the table below; https://www.lincolnshireimmunisations.co.uk/Forms/Flu .
We have attached a copy of the letter this week.

School	School Code	Provisional Date
Gedney Drove End	EE120410	12th November
Holbeach St Marks	EE120549	7th November
Westmere	EE120502	5th November

Free School Meals

If you receive any benefits, you could be entitled to free school meals and school can get extra funding called the Pupil Premium grant. This includes:

- Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of state Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more £16,190)
- Working Tax Credit run-on - paid for four weeks after you stop qualifying for Working Tax Credit

If you think you could be entitled, use the following link Apply for free school meals – Lincolnshire County Council

All children in reception, Year 1 and Year 2, are entitled to Universal Infant Free School Meals.

Medicines

If your child requires medicine, including inhalers, to be administered in school, please complete a medicine form at the office. The medicine needs to be clearly labelled with your child's name and class. With regards to asthma, the following procedures will take place in school if your child needs to use their inhaler:

EYFS and KS1 - inhalers will be kept in the class medicine cabinet and inhalers will be administered by an adult and a medicine form signed with the date, time and how many puffs were given.
Y3/4 – inhalers to be kept in the child's tray so they have access to it. They should notify an adult that they need it and an adult will supervise self-administration. A form will be completed with the date, time and how many puffs were given.
Y5/6 – inhalers to be kept in the child's tray so they have access to it. They should self-administer and complete a form with the date, time and how many puffs they had. The child should get an adult to sign this also.

Reading Afternoons

Please find below details of the remaining reading afternoon:

	Class	**Date & Time**
Gedney Drove End	Finland, Sweden & Norway	29th September 2.15pm-3.15pm

Lincolnshire Stay Safe Partnership

We will be sharing online tips from the Lincolnshire Stay Safe Partnership each week. This week's guide is all about Instagram. Please see attached.

Meet the Teacher Evenings

We will be holding Meet the Teacher evenings at all schools on Wednesday 1st October. This is an opportunity for you to book a five-minute appointment to meet your child's teacher and see how your child is settling . There will be a formal parents' evening later in the year which will be an opportunity to discuss your child's learning. The first appointment is at 3.30pm and the last appointment at 5.55pm. Please return the slip to the school office or send an email, with your preferred times indicated, by Friday 26th September.

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Attendance

The Department for Education has updated school attendance guidelines, effective from 19th August 2024, stressing the importance of regular attendance for academic and social development. Parents must report absences by 8:30am daily and provide proof for medical appointments during school hours. Term-time holidays are no longer allowed and will be marked as unauthorised unless exceptional circumstances apply. Unauthorised absences, including late arrivals or unapproved holidays, will lead to penalty notices after 10 sessions (5 days) of absence within a 10-week period. Parents could face fines or legal action if absences persist. Please read the information sent home this week for further details. If you are struggling with attendance in any way, please come and talk to us as we can often offer some kind of support.

We will publish attendance figures from next week based on Friday - Thursday: Each week, one child from each class will get the attendance award and become an attendance hero, and one class from each school will get the class certificate for the week. Our weekly target is 95%.

Value of the Week

Each week we have a value of the week where we focus on one of our federation values. We discuss what this value is and how we can live this out in our everyday lives. At the end of the week, certificates are awarded to children who have who have shown evidence of that value during the week. Our Value for the first week back is: **Perseverance**

Golden Behaviours

Our Golden Behaviours in school are:

- Good manners and be polite
- Good listening
- Kind hands, kind words, kind feet
- Respect people and property
- Be honest

Each week, we will focus on one of the behaviours, discussing what this means, modelling it and looking out for children who demonstrate that behaviour. Certificates will be awarded to the most noticeable pupils each week. Our Golden Behaviour next week is: **Kind Words, Kind Hands, Kind Feet**

Kind regards,
Sally Massey
Assistant Executive Headteacher

Meet the Teacher Evenings All Schools Wednesday 1st October

Preferred Time	**TICK BOX**
3.30 PM TO 4.00PM	
4.00 PM TO 4.30 PM	
4.30 PM TO 5.00 PM	
5.00 PM TO 5.30 PM	
5.30 PM TO 6.00 PM	
ANYTIME	

Child's Name: Class:

1. _____ _____
2. _____ _____
3. _____ _____
4. _____ _____

Signed: _____
Parent/Carer

Please complete one reply slip per family and return to school (or email the office) by Friday 26th September