

Frequently Asked Questions

Howes Primary School

Here are our answers, to what we find, are the most frequently asked questions. If you have any questions that are not answered here, please contact the school office and we will be happy to help!

Attendance

Regular attendance and punctuality is an important factor in raising the achievements of pupils. Even short absences can have a detrimental effect on children's learning and late arrivals can be disruptive and affect the learning of other children on the class. Early poor attendance habits follow right through from primary to secondary school and into employment and so we expect all children to be at school, and on time, every day that the school is open, as long as they are fit and healthy enough to do so. We do all we can to encourage children to attend.

Absence

If your child is going to be absent from school please inform us as soon as possible. If we have not been informed by 9.20am a text message/ call will automatically be sent to the parents/ carers. If there is no response to this message and there is any doubt about the whereabouts of a child, the class teacher will notify the Head teacher, Deputy Head teacher or Inclusion Manager who will contact the parent or guardian to check on the safety and wellbeing of the child.

Poor Attendance

The Government has stated that if a child's attendance figure goes below 85% they are classed as persistently absent. This equals to just 30 school days, so please help your child by ensuring they are in school unless there is a valid reason for their absence.

Exceptional Leave

There is no automatic right to any leave of absence, and all schools in Coventry are encouraged to adopt a policy of not authorizing exceptional leave. Being mindful of this, only in very exceptional circumstances will school grant leave of absence during term time. An Exceptional Leave form is available from the school office for parents requesting absence due to exceptional circumstances. Each request will be considered on an individual basis.

Please note that any leave taken without authorisation can lead to parents being issued with a fixed penalty, which is currently £60 per parent per child if paid within 21 days and £120 per parent per child if paid after this date but within 28 days. School holiday dates will be sent to you regularly and are always available from the school office and we ask you to keep to these dates when booking holidays.

Illness

Parents are asked not to send their child to school if he/she is unwell. When children have been off school with sickness or diarrhoea parents are requested to keep them at home for 48 hours following the last attack. More information about illness can be found on our website.

Jewellery

For safety reasons children should not wear jewellery to school. We ask that children with pierced areas should only wear stud earrings.

Toys

Please do not send children to school with toys as they are easily lost (or even swapped) which causes upset and distress.

Behaviour

We expect all children to behave in an acceptable manner in school and to follow our five Golden Rules.

1. To be polite, kind and helpful.
2. To listen to other people.
3. To always tell the truth.
4. To look after everything in school.
5. To try and be the best that we can be
.....and we smile.

Clubs and Activities

Children can enjoy a wide variety of before school, lunchtime and afterschool activities and clubs at Howes. Examples include:

Multi skills	Art and Crafts
Football	Gymnastics
Dance	Tennis

Hearing Impaired Unit

Howes Primary School is the base for Coventry Hearing Impaired unit (HIU) for primary age hearing impaired children. It caters for children with a profound hearing loss whose parents choose a Total Communication approach for their education. Total communication is a communication policy that involves children using either speech or Sign supported English. Sign supported English in the HIU is used to support spoken English, not as a substitute. Development of good listening and lip reading skills is essential to the success of this approach. All pupils based in the HIU have weekly access to a deaf adult who uses British Sign Language.

All children in the HIU have an Education Health Care Plan (EHCP) based on their own communication and learning needs. The children are encouraged to develop their language and communication, both spoken English and Sign Supported English, in all aspects of their daily life at school. The children's day is split between time in the HIU with specialist Teachers of the Deaf and time in their mainstream class. This is decided on an individual basis and may change within the academic year depending on needs. We try our best to provide the children with exciting hands on opportunities to involve them in their learning and to encourage communication at all times. The mainstream children and teachers in school are supported to learn signing to communicate with the hearing impaired pupils.

The HIU is staffed with Specialist Teachers of the Deaf, Nursery Nurses and Teaching Assistants provided by Coventry Sensory Team. The HIU works closely with other agencies to support the children's needs including The Sensory Team, Specialist Speech and Language Therapists, Cochlear Implant Teams and Coventry Hearing and Balance Centre. Parents are invited into school for parents evening and also have annual reviews every year to review the child's EHCP.

Children are usually referred to the school through the Sensory Team.