



Epsom Primary & Nursery School  
Including the Children's Centre  
Pound Lane, Epsom, Surrey, KT19 8SD

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Dear Parents,

As you are aware, the attendance, punctuality and behaviour of our pupils continues to be a school focus here at Epsom Primary and Nursery School, as these factors can directly impact on the success and outcomes for your children.

We already have in place our Attendance Awards that we give out on a termly basis for those children that attend school punctually each day for a term. We do, however, understand that there are on occasion mitigating circumstances for those times when children are unable to attend school.

In order to promote good attendance, punctuality and behaviour in school, we as Phase Leaders will be awarding pupils selected by their class teacher for a new award; "Phase Praise". Similar to our Head Teacher Awards, our Phase Praise Awards will be stickers. Each week, each class teacher will select a pupil from their class to receive a Phase Praise Award for an improvement in their attendance, punctuality and/or learning behaviour. We appreciate that for some pupils they may already have a high level of performance in these areas, so they may also be eligible for the award based on exemplary behaviour, attendance, punctuality or effort in their Home Learning.

The names of the winners will be announced in our Achievement Assembly each Wednesday, along with the other children that have received awards for that week.

We hope that you will support this new initiative, and celebrate your child's success if they are in receipt of this award. If you have any questions about the award, please see your child's class teacher, or one of the Phase Leaders.

Kind Regards,

Mrs. A Williams  
**Lower KS2 Phase Leader**  
(Year 3 and 4)

Mr. B Skelton  
**Upper KS2 Phase Leader**  
(Year 5 and 6)

Mrs. R Dean  
**KS1 Phase Leader**  
(Year 1 and 2)

Mrs. S Choksi  
**EYFS Phase Leader**  
(Nursery and Reception)



Executive Head Teacher:  
Head of School:  
Chair Governors:  
Safeguarding/Attendance:

Emma Smith  
Michelle Pollard  
Janet Willcox  
Fiona Allen