

Attendance Newsletter

Advent Term Information



Attendance Letters

We have had a few parents concerned about letters they have received about their child's attendance.

This will hopefully explain about the letter and why we send them.

All letters are sent in line with our attendance policy and we start sending them after the first half term of the year.

If your child's attendance is below 95% at this time you will receive a letter.

There are two letters, one if your child's attendance is between 90% and 95% and one if your child's attendance is below 90%.

If your child's attendance is below 90% then they are classed as PA (persistent absence).

If you receive one of these letters it doesn't mean that the absences are unauthorised or that there isn't a genuine reason for your child being off school, it's a letter to inform you as to where they are attendance wise and the procedure we follow if the attendance doesn't improve.

If a child isn't in school and we have not heard a reason why, we try calling. If we do not receive a response then we ask the EWO (Education Welfare Officer) to call round.

Some parents may receive a visit from our EWO even if they have called in. These visits take place for a number of reasons, usually the reason is as a courtesy call to check if everything is ok and these usually take place when a child is absent for more two or more days.

We also ask the EWO to call if we believe that a child is absent due to being on holiday and we haven't been informed of the holiday.



Thank you

We would like to thank all the parents who call or email the office when their child is absent. This saves the office staff a lot of time having to make phone calls and chasing up why a child is absent. Please do not send the teacher a message on dojo about a child being absent as these are not always picked up.

Holidays/other occasions

If you are planning to take your child out of school for any other reason than a medical appointment, please ask the office for a leave of absence form. As a school we are unable to authorise holidays taken in term time and if a holiday is taken there could be a penalty notice issued. In the Advent Term of this year 2023 -2024, 9 penalty notices were issued, 137 days of learning were lost due to holidays.



Well done to our children

Our overall school attendance for the advent term was 94.57% and 94.99% for compulsory aged children. This is in line with the national attendance figures. School are expected to have 96% attendance so we still have a little way to go.

At the end of the advent term we gave out many certificates and prizes for 100% attendance. The children who had over 97% attendance also received a certificate. We know sometimes medical appointments etc cannot be taken out of school time so the children who miss very little time still deserve a reward.

Things we would like to improve

We, with your help, aim to reach the expected target of 96%. Since the Christmas break we have had some really good attendance figures so with your help we can reach the target of 96% at the end of the year.

Late Arrivals

We had **221** occasions of children arriving late in the Advent term resulting in **56** hours of lost learning time. Please try to ensure your child arrives at school before 8.55; this is when the playground gate is locked. Arriving before this time means your child has time to take their coat, lunchbox etc and be settled in class for 9 o'clock when the register is taken and the lesson starts. It can be very upsetting for children having to walk into class when a lesson has already started especially when they miss the teacher's input and then have to struggle to catch up for the rest of the lesson.



Statistics from Lent term

Date	Weekly Whole School	Whole school weekly Compulsory	National figures	Yearly Whole School attendance	Yearly Whole school Compulsory	National figures	Best Class attendance	
08/01/2024 - 12/01/2024	96.51%	98.30%	94.70%	95.06%	95.59%	94.40%	Year 3	100%
15/01/2024 - 18/01/2024	96.47%	97.66%	94.10%	95.13%	95.69%	94.40%	Year 6	99.20%
22/01/2024 - 26/01/2024	96.54%	97.65%	93.5%	94.80%	95.40%	94.4%	Year 6	99.30%