

29th April 2021

Dear Parents and Carers,

Attendance Update

You will be aware that we are continually monitoring the attendance in school and whilst it has been an unusual year with a period of lockdown it is still important that every child has the best possible attendance. Since returning to a full school opening on March 8th, our attendance at a whole school level has been really good with daily levels regularly sitting between 97% and 98%. For many weeks, we have had classes achieving 100% attendance for the whole week. Those classes I know are very happy to receive their 'Golden Ticket' for additional playtime.

It is really important that routine medical and dentist appointments are made for outside of the school day and that leave of absence will only be authorised in exceptional circumstances. We are acutely aware that over the last 18 months families have been unable to take holidays in the normal holiday periods and really understand the challenges that this brings. However, these again will only be authorised in exceptional circumstances.

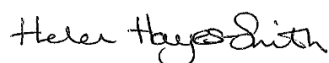
As we monitor attendance, any child with an attendance of less than 90%, which constitutes one day's absence every two weeks, will be classified as a Persistent Absentee by the Local Authority. The school is duty bound to inform parents if their child falls into this category.

Whilst we understand absence can be medical related, linked to Covid19, authorised due to exceptional circumstances or illness and cannot be helped, we do still have a legal requirement to make you aware of your child's average attendance for the year to date. We also recognise with a period of school closure due to lockdown a child missing just a few days can significantly impact on their overall attendance and bring their percentage right down. The attendance for the period of school closure is not included in the figures if your child was not attending as part of key worker and vulnerable provision.

I will be sending letters out today where we feel that additional support is needed. Please understand these letters are a way of raising the profile of your child's attendance, offering support and starting a conversation. I have also included our attendance leaflet for guidance.

Thank you as ever for your continued support in ensuring that your child is in school every day.

Yours faithfully,



Helen Hayes-Smith

Head of School