Attendance Matters

February 2026

Dear Parents & Carers, thank you so much for persevering with the weather this half term. It is clear that the wind and the rain have not stopped our families getting to school. We would like to remind parents and carers they have a legal duty to ensure that their children of compulsory school age receive a suitable full-time education. It is also vital that they encourage their child's regular and punctual attendance at school. If a child is registered at a school then it is vital that they attend on a regular basis. Our school target is for every child to achieve 96% attendance, if your child's attendance falls below 90% they are classed as a persistent absentee by the Local Authority.

Good attendance does have benefits

Statistics show a direct link between under-achievement and poor attendance. Students with good attendance generally achieve higher grades, enjoy school more and make better progress both socially and academically. Having a good education will give your child the best possible start in life. Help ensure that your child has the best opportunity for success by making sure he/she is in school and on time every day.

How can I help my child attend school regularly?

- Talk to your child about school
- Take a positive interest in your child's work, including home-work
- Keep in touch with the school staff
- Contact the school on the first day of absence
- Attend parents' evening and oth-er school events
- Make sure your child under-stands why school is im-portant
- Show your child that you are in-terested in what they have done at school
- Get everything ready the night before school
- Arrange appointments before or after school or during the school holidays

Attendance Ladder

Start and Finish Times

A number of children are arriving after registration in the morning. It is very unsettling for children to try and join in with a lesson that has already started.

Our doors open in the morning at 8.30 am and all children should be in school by 8.40 am; after this time your child will be marked late. If your child arrives after 9.30 am then the morning session will be marked as an unauthorised absence. School finishes at 3:00pm and all children must be collected promptly.

Letting us know

If your child is going to be absent from school, please ring the office on 01206 862691 as soon as possible on the first day of absence and any following days that they are not well enough to attend

Attendance Table

Below is a table showing the attendance percentage for each class for the first half of this term.

Class	Spring Term 2026
3S	88.39%
3W	88.89%
4C	92.01%
4G	92.57%
5M	89.97%
5R	94.88%
6P	95.06%
6CC	89.20%

Holidays in term time

We have received a number of requests from parents for permission to take their child out of school for a family holiday. New government legislation prevents schools granting absence in term time unless there are *exceptional circumstances*. A family holiday does not fall into this category.

If parents choose to disregard the School's decision, such absences are recorded as unauthorised, the Local Authority is informed and a penalty notice may be issued.

The vast majority of our parents do not take family holidays in term time as they recognise the significant impact this can have on their child's education. We hope you will all continue to support us in reducing the amount of school missed due to unauthorised absence by not planning your family holiday during valuable learning time.

Medical Appointments

To maximise your child's valuable learning time, ideally medical/dental appointments should be made outside of the school day. Where this is not possible it is expected that your child attends school before and/or after the appointment. If your child has a percentage of less than 96%, we will need to have proof of any medical/ dental appointments taken in school time.