



Awards for Attendance

The class with the best attendance each week receives an award.

Children who have 100% attendance receive a reward and a certificate at the end of every term.

We celebrate success in a variety of ways which are subject to change but we do ensure the children are rewarded and recognised for their achievement.



Are you worried about your child?

If you feel that your child is worried about bullying, school work etc. then please do not hesitate to contact your child's class teacher or Louise Hill, your Parent Support Advisor, who is available to offer confidential advice or one to one support.

If you have any other concerns, you are welcome to contact the Head Teacher in confidence. We will do everything we can do to help.

The school attendance policy is available from the school office and on our website.

Useful Contacts

Louise Hill
School Parent Support Advisor
01642 861911

Hazel Davies
Educational Welfare Officer
01642 200517

Denise Batty
School Attendance Officer
01642 861911

Promoting Positive Attendance

What you need to know

We aim to give your child the very best education possible. To do this, it is essential that your child attends school every day. Their years at Primary School at the most important time for your child

What the law says about school attendance

Parents and Carers are responsible for making sure that their child attends school regularly. Failure to do so is an offence under Section 444 of the Education Act.

If the reasons given for your child's absence from school are not satisfactory then the Local Authority may take legal proceedings against you for your failure to comply with the law. This may result in a Fixed Penalty Notice from the Local Authority if there are 10 sessions (5 days) of unauthorised absences within a six week period.

Fines are currently £60 per parent/carer per child.

Important Notice

NO Leave of Absence will be authorised in school term for the purpose of a routine family holiday. Each individual application will be considered and you will need to make it clear (i.e. provide evidence) what exceptional circumstances are related to the request

What you need to do and what the school will do if your child is absent

1. Contact the school 01642 861911 as early as possible after 8am with the reason for absence. A home visit will be made by the School Attendance Officer and Parent Support Advisor on the 3rd day of absence if there has been no contact.
2. If your child's absence falls below 95% you will be informed in writing and in certain cases be asked to provide evidence of the absence i.e. an appointment card.
3. If your child's absence falls below 85% you will be invited to a meeting with the Educational Welfare Officer, Head Teacher and the School Attendance Officer.
4. Failure to support the school and your child's attendance may result in a Local Authority Fixed Penalty Notice.

It is in your best interests to keep school informed at all times and please make sure we have an up to date contact number in case of emergencies.

Promoting Positive Attendance Lateness

Please be aware that 9:00am is the strict start of our lesson time.

The doors open at 8:50am to allow children to prepare for learning.

Arrival after 9:30am will result in an unauthorised absence mark.

To help with early morning routines, please remember that pupils who attend Breakfast Club get to their lessons on time. Doors open at 8:00am.

Practical tips to Support High Attendance and Avoiding Lateness

1. Get clothes ready the night before to make mornings less stressful.
2. Have a good bedtime routine and a reasonable bed time.
3. Use the Breakfast Club and your child will always be on time.
4. Let staff know straight away if your child is having problems.
5. Be on time! Being late is a bad habit and affects your child's learning.
6. Make appointments where possible outside of school hours.

