



*Believe Engage Aspire Nurture your child's **FIELD** of dreams*

24<sup>th</sup> October 2019

Dear Parents/Carers

We hope that your child has had an enjoyable and enriching first term of this academic year and are in no doubt that they are now ready for our half term break. We would like to take this opportunity to thank you for your continued commitment in ensuring that your child attends school daily and on time, and also to remind you of our school attendance and punctuality expectations.

As your child will have made you aware, classes take part in a weekly competition whereby they accumulate points for their attendance and punctuality. At the end of the year, the children from the winning class are awarded with a prize of attending a party. Below are the current KS1 scores:

Position	Class	Points overall
1 <sup>st</sup>	1C (Miss Mack)	47
2 <sup>nd</sup>	2B (Miss Skidmore)	42
3 <sup>rd</sup>	2C (Mrs Craddock)	35
4 <sup>th</sup>	1B (Miss Longhurst)	29
5 <sup>th</sup>	1A (Mrs Jeffs)	27
6 <sup>th</sup>	2A (Mrs Haynes)	23

Don't forget that we also hold our termly draws (with the next draw taking place at Christmas) where all children with 98% and above for that term with no late marks are entered. Further to this, we note that it is equally important to recognise children with improving attendance and punctuality as well as children with exemplary attendance and acknowledge this by awarding postcards/certificates regularly.

### **Absence**

If your child is going to be absent from school, please call our absence line daily at your earliest convenience: 01536 262000 (option 1).

### **Medical evidence**

Should your child be attending a medical appointment or be prescribed medication during their period of absence, please provide us with medical evidence in order for the absence to be authorised.

### **Home visits**

In line with our school attendance strategy which can be found on our website, home visits are carried out as a standard procedure when children are absent from school.

Nurturing the citizens of tomorrow through our Community Code:

**Freedom      Tolerance      Responsibility      Respect      Pride**

### **Leave during term time**

These absences will not be authorised. Please complete a leave during term time form at our Main Reception before taking your child out of school. For leave of five school days or more, a referral will be made to the Education Inclusion Partnership Team with consideration given to issue a penalty notice under Section 444(1) of the Education Act 1996 (amended regulations 2013).

### **Punctuality**

School starts at 8:45am promptly and we expect all families to be on time. We recommend that you arrive at school for 8:40am to ensure that your child lines up with their class and starts school on time. Arriving at school late disrupts your child's daily routine and impacts upon their learning.

Should you have any questions about any of the above reminders, please speak to a member of the Wellbeing Team who are always here to help.

We look forward to welcoming you all back to school on Monday 4<sup>th</sup> November at 8:45am.

Yours Sincerely

Callum Reilly  
Education Welfare Assistant