



Wednesday 16th March 2022

Attendance

Dear Parent/Carer,

Over the last two years all of our pupils have been impacted by school closures during the pandemic. During the last year most, if not all, of our pupils have had time off due to covid. During this time, we have had to adapt a more flexible approach to recording and reporting attendance. As the covid restrictions have now changed, we feel that it is now time to emphasise the importance of attending school.

It is essential that your child attends school as much as possible. The table below provides an example of the impact of lost learning through pupil absence:

Attendance % over a school year	Equal to number of days absent	Converted to approx. weeks of absence	Converted to approx. number of lessons missed	School Concern Level
95%	9.5	2	47.5	Pupil can catch up and still succeed
90%	19	4	95	Poor attendance - we are concerned
80%	38	8	190	Very poor attendance – we are very concerned
70%	57	12	285	Serious concerns. Welfare Officer will be contacted.

We will be sending attendance reports three times a year, at the end of each term. Attendance reports will be sent to you to inform you of your child's attendance level and to highlight areas of concern. The minimum attendance level which is expected for all primary-aged children nationally is 96%.

Good attendance is very important to give children as much opportunity as possible to develop academically and socially. When children are absent from school they often find it difficult to catch up on the work they have missed and can feel unsettled by this.

We have a new way to code attendance: Green, Amber and Red.

At the end of each term:

- If you receive a **GREEN** light, this means that your child has good attendance which is on or above 95%.
- If you receive an **AMBER** light, this means that whilst your child's attendance is not yet concerning, they have attendance below 95% but above 90%. These absences may have been due to illness, but you should be aware that your child's attendance is below the minimum level recommended, and so does need to improve.

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Executive Head Teacher: Mrs Wyer



- **If you received a RED light, this means that your child's attendance is below 90%. Your child's absence from school is significant, and as a result your child is at risk of underachieving. We would ask for your support in ensuring that, where possible, attendance improves in the coming weeks. Your child's attendance will now be monitored on a regular basis and you may require a meeting with the Education Welfare Officer.**

You will soon receive a separate letter which highlights your child's attendance. If anyone would like to discuss their child's attendance please contact me directly.

Yours sincerely,

Alexia Wyer

Executive Headteacher