



Attendance Newsletter 1

Term 4 2019

Dear Parents,

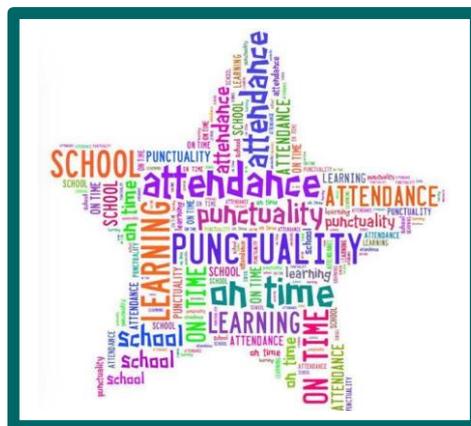
The academy is continuing to focus on attendance and punctuality and we are writing to remind you that we expect children's attendance to be at least 96% - this is in line with government and Bristol's expectations too.

Currently, we remain below this and need your continuing support to ensure we achieve this.

THANK YOU SO MUCH to those families who have been working hard to ensure children's punctuality and attendance is good. THANK YOU for getting these important habits established early on in your child's life as it will make a difference in their futures.

We really do appreciate that you tackle the Bristol traffic, come rain or shine, to get to school on time so that children can begin learning promptly and so that other children's learning isn't disrupted

There is a link between attendance and achievement and therefore it is very important that your child attends school every day unless there are exceptional circumstances.



Class attendance up to the end of term 3

The aim for all children is 96%+

1 st	Hotwells (Mr. Cowles)	97.2%
1 st	Henbury (Mrs Cox)	97.2%
3 rd	Redlands (Miss Taylor)	96.0%

All other classes are below national for attendance

5 th	Clifton (Miss Bennett)	95.8%
6 th	St. George (Miss Watts)	95.0%
7 th	Bedminster (Mrs Massey)	94.8%
8 th	Lawrence Hill (Miss Wright)	94.0%
9 th	Kingswood	93.9%
10 th	Westbury on Trym	92.6%
11 th	Easton (Miss Ingram)	92.4%

Please support improve class attendance further in term 4

Why is good attendance and punctuality important?

Education lays the vital foundations of a child's life. Regular and punctual attendance at school is key to both academic and social development, which in turn will improve life chances of children and young people.

What does 90% attendance mean?

90% attendance = ½ school day missed every week

One school year at 90% = 4 weeks of learning missed!

Over 5 years of school = ½ school year missed!

When attendance is at 90% or below the child is considered to be persistently absent



Perfect Attendance!



Rewards

During our weekly celebration assembly, class attendance figures are shared. The winning class are presented with the Minerva golden owl and also gain extra play. All children with 100% attendance have the chance to win a prize each week too.

To raise the profile of good attendance in our younger years there are termly certificates that are awarded during the assembly. Last term they each received a certificate, a sticker, a pencil and a wristband. These are for the children with 100% attendance over an entire term. Each class teacher also receives the attendance data each term so they can also talk to parents about learning missed each day and each week.

We also reward children who have great attendance over the whole year. Children with attendance over 97% are invited to participate on our attendance loyalty reward trip. This is a free trip that involves lots of fun activities and usually ice cream!



Punctuality matters too

As a school, we know that lateness can adversely affect achievement. We monitor punctuality closely and have strategies in place to address lateness. Awareness of the impact of lateness is raised with pupils, staff and parents regularly.

Registers are saved at 9.00 and all pupils are expected to be in their classrooms at this time. Pupils arriving after this time will be marked as present but arriving late (L). The register will close at 9.30am. After this time children receive an unauthorised absence mark (U). If a child has 8 or more of these, you could be referred to the local authority and receive a penalty notice.

When a child arrives late they need to register at the office and let them know the reason for lateness and what your child would like for lunch.

Leave of Absence

We currently have an increase in requests for planned absences. These requests are meant for exceptional circumstances, by this we mean **rare, significant unavoidable and short**. By unavoidable we mean an event cannot be reasonable be arranged for another time. Each request is considered on an individual basis but **we do not consider the following exceptional circumstances**

- Family holidays or holiday to visit a relative
- Cheaper cost of holiday/flights/accommodation during term time compared to school holidays
- Availability of desired holiday or accommodation
- Weather conditions of the desired holiday destination
- A holiday being booked by someone else or paid for by someone else as a gift
- Overlapping holiday at the end or start of term
- Attending a wedding (including a wedding taking place abroad)
- Parents unable to secure a holiday during holiday times

This list is not exhaustive

On receiving your request, Mrs Harvey will meet with parents to discuss further and often ask for additional paperwork. It is unlikely the school will authorise an exceptional circumstance for more than a few days. These requests need to be **put in writing at least two weeks in advance** as when we do not know where a child is, we need to inform the local authority. If the request is not agreed and parents remove their children from school a penalty notice will be issued by the local authority.