

FISHBURN PRIMARY ATTENDANCE MATTERS

2022 - 2023 (March 2023)

Dear Parent / Carer

In this newsletter we wanted to refresh your mind of the importance of good attendance and some of the procedures that are followed in school with regards to attendance. Regular and punctual attendance is important. Children need to attend school regularly if they are to take full advantage of the educational opportunities available to them. Fishburn Primary School fully recognises its responsibility to ensure children are both in school and on time, leading to them accessing learning for the maximum number of days and hours.

We expect all children who are on roll at Fishburn Primary School to attend school every day, as long as they are fit and healthy to do so. We believe the most important factor in promoting good attendance is the development of positive attitudes towards school. We strive to make our school a happy and rewarding experience for all children where they can achieve their full potential academically, socially and emotionally.

It is a parent's / carer's legal responsibility to ensure that their children receive an appropriate education. Failing to send your child to school regularly without good reason is a criminal offence. Schools have a legal duty to monitor student attendance daily and to inform the Local Authority of any child who is regularly absent from school.

The Department for Education (DfE) tracks attendance carefully and judgements on how well a school is doing is partially based on whole school attendance. We need all parents and carers to help improve the attendance of the pupils in our school. You can help by encouraging your child to come to school every day and on time.

Why is school attendance so important and what are the risks of missing a day?

- Being around teachers and friends in a school environment is the best way for our children to learn and reach their potential.
- Being in school is important to your child's achievement, wellbeing and wider development.
- Every moment in school counts and days missed add up quickly.
- The higher a child's attendance, the more they are likely to learn and the better they are likely to perform in exams and formal assessments.
- Parents and carers have a legal duty to ensure their child gets a full time education. Usually, this means going to school from the age of 5 to 16.

Attendance during one school year	Equals this number of days absent	Which is approximately this many week's absence	Which means this number of lessons missed
95%	9 days	2 weeks	50 lessons
90%	19 days	4 weeks	100 lessons
85%	29 days	6 weeks	150 lessons
80%	38 days	8 weeks	200 lessons

What if my child needs to miss school?

There are only a small number of circumstances where missing a school day is permitted. Your child must attend every day that the school is open, unless:

- your child is too ill to attend.
- You have asked in advance and been given permission by the school for your child to be absent on a specific day due to exceptional circumstances.
- Your child cannot go to school on a specific day because they are observing a religious event.

RED—STAY AT HOME

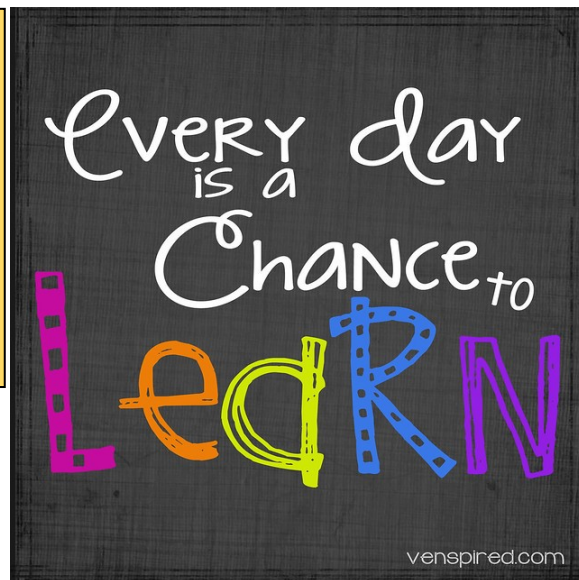
more than 1 episode of sickness or diarrhoea — can return to school 48 hours after their last bout of illness.
1 episode only of sickness or diarrhoea — can return to school the next day.

AMBER—TAKE ADVICE

a child with a minor headache does not usually need to be kept off school. If the headache is more severe, or is accompanied by other symptoms such as a raised temperature or drowsiness, consult with your GP.

GREEN— COME TO SCHOOL

coughs, colds, sore throats, feeling tired, feeling under the weather etc. We will contact you if your child becomes ill during the school day.



We would like to take the opportunity to say THANK YOU to all our families who consistently work to ensure all their children’s attendance and punctuality is high. Getting these important habits established early on in your child’s life will make a difference in their future. There is a proven link between attendance and achievement and it is therefore very important that your child attends school every day.

Ways in which I can improve my child’s attendance and punctuality

- Schedule all non-urgent medical appointments (ie GP, dental, optical) out of school hours and during school holidays.
- Set a consistent, regular bedtime and morning routine.
- Prepare clothes and pack school bags the night before.
- Don’t let your child stay home unless they are too unwell to attend school. If you are unsure of the recommended period for children to be kept away from school for an illness, please call the school office on 01740 620162.
- If your child seems anxious about attending school, talk to their class teacher.
- Develop ‘back-up plans’ for getting to school in case of an emergency in the morning. Call on a family member, a neighbour or another parent / carer.

