

3rd October 2025

Dear Parents and Carers,

As we start the new academic year I would like to take this opportunity to ensure all families are fully informed about a critical aspect of successful primary education: excellent attendance. Therefore, we are re-sharing our full school Attendance Policy, which can be found attached to this letter and on the school website [here](#).

The Importance of Excellent Attendance

Every day counts! We know that consistent, punctual attendance directly links to your child's academic progress, social development and emotional well-being. Missing even a small number of days can lead to gaps in learning, particularly in sequential subjects like Maths and English, making it challenging for children to catch up and feel confident alongside their peers.

We understand that children may occasionally be unwell. However, we urge you to treat school attendance with the highest priority and schedule appointments (like dentists or doctors) outside of school hours whenever possible. If you have concerns about your child's health and you are unsure whether to send them to school please call the office to ask for advice.

Government Expectations

Please be aware that the Department for Education (DfE) sets clear expectations for student attendance, which all schools are required to uphold. The expectation is that all children maintain attendance above **90%** (equating to no more than 19 missed school days per year). Attendance below this threshold is classified as 'Persistent Absence' and requires formal intervention and support from the school. The school has a legal duty to monitor this closely and work with families to improve attendance where necessary.

By working together—with the school delivering engaging, high-quality lessons and families ensuring consistent attendance—we can give every child the best possible chance to thrive this year.

Please take the time to read the current policy. If you have any immediate questions regarding attendance procedures or reporting an absence, please contact the school office.

Thank you for your ongoing partnership and commitment to your child's education, we really do appreciate every effort you make to support school with this aspect of your child's education entitlement.

Yours sincerely,



Mrs Winter



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