



NOVEMBER ATTENDANCE NEWSLETTER

Dear Parents

As part of our ongoing focus on improving school attendance, we frequently monitor attendance of all pupils in school, involving the County Attendance Officer where attendance slips far below acceptable levels. The national expectation, set by the government, is that attendance should be above 97%. From now on, if your child's attendance drops below 95%, you will receive a letter notifying you that we will be closely monitoring your child's attendance. An attendance of 95% is a concern as this equates to having one day absent per fortnight.

November Monthly Class Attendance Target 97% and beyond!

Reception	95.23 %
Year 1	94.79 %
Year 2 Winner	96.86 %
Year 3	96.59 %
Year 4	94.74 %
Year 5	96.59 %
Year 6	95.93 %

Class Attendance Year to Date

Reception	94.34 %
Year 1	95.42 %
Year 2	95.46 %
Year 3 In the lead so far	95.94 %
Year 4	93.97 %
Year 5	95.54 %
Year 6	95.33 %

Whole School Attendance Year to Date is **95.08%!**

Well Done Everyone

1st time our whole school attendance has been above 95 %



NOVEMBER ATTENDANCE NEWSLETTER

Punctuality Matters too!

As a school we are aware lateness can severely affect achievement. We monitor punctuality closely and have structured timings to help you get your child to school on time.

Breakfast Club starts at 8am and finishes at 8.30am. Playground gates open at 8.35 am for pupil drop off. School registration starts at 8.50 am and pupils are expected to be in class at this time. Lateness is recorded at 8.50 am and if late after 9.15am then your child will be marked as absent for the morning session. The register closes at 9.15am.

Pupils Recorded late for November

Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1	4	4	6	7	4	3

Total 29 late = 1,026 minutes = 17 hours 1 minute of learning time LOST

The number of pupils arriving after 8.50 am has increased this month.

Please ensure that you make use of our Breakfast Club which is open from 8 am.

Please ensure that if your child is going to be late you telephone to let us know.

Be an Attendance Hero – Here Everyday Ready Ontime

Please ensure that you telephone us, email, text, or leave an answer phone message every morning of your child's absence.

All absences are unauthorised unless we hear from you each day, which leads to medical letters being requested, and all non-medical absences also being unauthorised.



NOVEMBER ATTENDANCE NEWSLETTER

If your child's attendance falls below 90% your child is known as a persistent absentee. Your child's absence is a serious concern. This means that your child has more than 1/2 a day absence each week.

You will be subject to Parent Contract Meetings with Mrs Swaysland, Mrs Newington or Mrs Seal, along with a County Attendance Officer. Daily monitoring and reviews are arranged and if contracts are not adhered to, or broken, Fixed Penalty Notices will be issued.

A Fixed Penalty Notice is £60.00 per parent /care per child and rising to £120.00 per parent/carer per child if not paid within 21 days.

Further action is taken if the Fixed Penalty Notices are not paid.

The County Attendance Team will arrange a Pre Court Hearing and the matter is then only dealt with by Buckinghamshire County Council and the Court.

As of the end of November, as a school, we have issued **1 Fixed Penalty Notice.**

We have referred **8 families for a Parent Contract Meeting.**

We have **25 children classed as persistent absentees.**