



THE FEDERATION OF BURLEY AND SOPLEY PRIMARY SCHOOLS



Tuesday 13th September 2022

Dear Parents and Carers

Re: Attendance

We are very grateful for your commitment as parents and carers to ensuring that your child attends school on a regular basis.

We intend to place great emphasis on attendance this academic term. If a child has an attendance level of 90% they will have missed one day a fortnight in school, which over a school academic year will represent four weeks of absence. If this level of absence were maintained for a five-year period, it would mean that half a school year would have been missed. This is clearly detrimental to your child's learning journey.

Whilst we are not expecting you to bring in a seriously unwell child to school, children who have the usual cough and colds should be coming into school and staff are willing to administer Calpol with parental consent to make them feel better. If your child has been physically sick or has had diarrhoea, then they must remain at home for 48 hours from the last episode.

Our aim is for every child to achieve attendance of 97% and above. Each week in assembly we will celebrate the classes with fantastic attendance, good luck to each class.

We do appreciate that for some children, coming to school is tricky so we are committed to working together with parents and carers to support our pupils and their families. Please feel free to contact Mrs Lillis in the first instance if you think we can assist in any way to make things easier for your child.

You are reminded that family holidays are generally not authorised during term time. If you take a week long holiday, this equates to 10 sessions and we are going to be fining any parents whose child misses 10 or more unauthorised sessions in a 100 day period. The fine is currently £60.00 per child, per parent and therefore if you are planning to take your child out of school this academic term and they miss 5 school days, you can expect to be fined at least £120.00 if both parents are living together and you have one child.

Please note that if your child arrives at school after the school gate is shut at 8.50 a.m., you must use the office entrance where your child will be signed in and they will get a 'L' mark in the register. If they arrive after registers have been taken, i.e., they arrive after 9.10 a.m., they will be marked with a 'U' in the register. This is the same as an unauthorised session and therefore if your child has 10 'U's' in any 100 day period, parents can also be fined if there is no good reason for the child being late.

Thank you for working together with the school to ensure that child attends school on a regular basis.

Yours faithfully,
Mrs N Allies
Acting Executive Headteacher

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