

Dear Parent/Carer,

As you are aware, one of our key areas for improvement identified by our recent OFSTED inspection is to,

"Work more creatively to improve pupils' rates of attendance".

Following discussions with some parents, pupils, staff and our local cluster of schools, I wanted to share some of our plans with you. It is our aim to achieve the current national attendance figure of just over 96% or more.

These are some of the actions we will be taking:

- You will be kept informed every half-term of your child's attendance figure either by text or by the herringbone attendance record
- We will be talking to the children about how important being in school is and having a new system of Gold, Silver and Bronze reward certificates

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|---------|--------------------|
| 99-100% | Gold certificate |
| 97-98% | Silver Certificate |
| 95-96% | Bronze Certificate |

- All pupils' attendance will be monitored weekly and rewards given and the class with the best attendance that week will still receive their class of the week treat.
- At the end of the school year all children who have achieved 96%+ attendance will be entered into a prize draw to win a prize for them and/or their family.

If your child's poor attendance becomes a concern then the following actions will be taken:

- You will receive a letter notifying you of the concern and a request for you to help your child's attendance improve.
- You may be asked to make an appointment with school, to discuss attendance and any issues you may have, so that we can work together and support you to make improvements.
- If low attendance continues to be a cause for concern then the Education Welfare Officer may become involved.
- A penalty notice and fine may be issued by the local authority.

Thank you for your continued support - it would be devastating if school were not able to keep their "Good" OFSTED rating due to low levels of attendance.

I have attached a list of frequent misconceptions or questions I have been asked about attendance so that all of us have shared information and can work together to improve.

Yours Sincerely

J.Allin

Headteacher