



# Attendance Newsletter Spring 2024/2025

## **A Is for Attendance!**



Welton St Mary's Church of England Primary Academy recognises that positive behaviour and good attendance are essential in order for pupils to get the most from their school experience, including their attainment, wellbeing and wider life chances. The aim of this newsletter is to promote good attendance for the children in our school and as parents we need your help and support to ensure your child reaches their full potential.



**Attendance to the end of Term 4 is 96%**

### **Punctuality Matters!**

Frequent lateness can negatively affect your child's mental health, learning ability, concentration and friendships. Lates & absences are monitored daily & may result in a letter. This is because children who frequently arrive late are at a significant disadvantage compared to those who arrive on time, every day. Children who arrive on time are able to settle quickly into class and apply themselves more successfully. Arriving on time for school is important as late arrivals are disruptive for the class and can be embarrassing for the child who is late. Children can also miss important information during registration including the plan for the day.

- Gates open at 8.40am
- Classroom doors open at 8.50am
- Late arrival is between 9.00am and 9.25am
- Arrival after 9.25am is recorded as Unauthorised

Better late  
than never  
**But never late  
is better**



We understand that school mornings can be hectic, but, did you know? ....  
*Being 15 minutes late each day is the same as missing two weeks of school to their learning.*

Late collection at the end of the day could result in your child being sent to Kids Club and Parents incurring a charge

***"Be on time if you can't be there early" - Robin Sharma***

### **Attendance Policy**

We have recently updated our attendance policy, which can be viewed on our website. It's important for us to gather your comments regarding our policy, including any ideas you have to improve school attendance.



**ATTENDANCE MATTERS**  
ATTEND TODAY, ACHIEVE TOMORROW





## Holidays and Absence during term time

Absence will not be authorised during term time except in exceptional circumstances. It is very important that all parents and carers understand that children with Unauthorised absences, including holidays, and unexplained absences are at risk of receiving a Penalty Notice (PN) from Lincolnshire County Council. A PN is issued per parent, per child and is £80. if paid within 21 days. Further information can also be found on our website.

THREE YEAR PERIOD		
<b>First</b> Term Time Leave 10 sessions (5 days) or more	<b>Second</b> Term Time Leave 10 sessions (5 days) or more	<b>Third</b> Term Time Leave 10 sessions (5 days) or more.
<b>£80</b> for each child per parent  E.g. If two parents take 3 children away, the penalty notice would be £80 x 3 = £240 per parent if paid within 21 days.  If you pay after 21 days, it rises to £960.  If you fail to pay after 28 days = a prosecution	<b>£160</b> for each child per parent  E.g. If two parents take 3 children away, the penalty notice would be £160 x 3 = £480 per parent  If you fail to pay after 28 days = a prosecution	Prosecution

## Is my child too ill for school?



We know that children come down with mild illnesses such as colds, coughs and sore throats and it can be tricky deciding whether or not to keep your child off school when they are unwell, therefore we have sourced some NHS guidance to help you make the right decision.

**Coughs and colds** — It's fine to send your child to school with a minor cough or common cold. However, if they have a fever, keep them off school until the fever goes. Encourage your child to throw away any used tissues and to wash their hands regularly.

**Conjunctivitis** — You don't need to keep your child away from school if they have conjunctivitis. Do get advice from your pharmacist. Encourage your child not to rub their eyes and to wash their hands regularly

**Chickenpox** — If your child has chickenpox, keep them off school until all the spots have crusted over. This is usually about 5 days after the spots first appeared.

Parents can put their child's medical information online <https://www.nhs.uk/nhs-services/gps/view-your-gp-health-record/>



## School Matters!

