

Attendance Information



Attend Today, Achieve Tomorrow

Dear Parent/Carer

Here at Hunslet Moor Primary School good attendance and punctuality is very important.

When your child is in school they have the best possible chance of learning and making good progress.

Being absent or arriving late to school can cause gaps in their learning and slow down progress. This means that they will not achieve their best possible outcomes.

Not only does attending school every day gives your child maximum benefits in learning and progress, it helps to boost confidence and social skills too!

We are aware that some absences are unavoidable, however as a school we are committed to working with parents/carers and children to ensure that attendance is a priority.

If your child is unable to attend school please contact school before 8.45am to inform of the absence. Not all absences will be authorised. Parents/ Carers will be informed if the absence is authorised or unauthorised.

What you can do to help your child make good progress in school

- ◆ Make sure your child is always on time for school 8.45am start.
- ◆ Try to make all medical appointments where possible out of school hours.
- ◆ Return to school before and after medical appointments.
- ◆ Please do not allow your child to take odd days off for birthdays, shopping or visiting relatives.
- ◆ Please do not take holidays in term time. There are 13 weeks of school holidays to take family holidays in.
- ◆ If absence is unavoidable please contact school before 8.45 on the days of their absence. **0113 2717257**

If you need to discuss your child's absence please contact:

Mrs K Daniels Designated Safeguarding Lead

Or

Mrs D Graham Attendance, Safeguarding, and Wellbeing worker.

0113 2717257

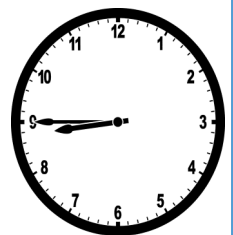


School Day

School gates open at 8.40 am



Doors open learning and breakfast begins at 8.45 am



School Finishes at 3.15 pm



Every Day Counts!

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If your child is absent from school please call school in the morning before 8.45am and inform the office of their absence. A decision will be made if the absence will be authorised or unauthorised.

A pupil's absence may require additional evidence such as an appointment card from your GP or other medical proof particularly if your child's attendance is already a concern or below 95%, to allow the absence to be authorised. Not all absences will be authorised.

Authorised absences:

Absences that are authorised include:

- ◆ Medical appointments where evidence is seen.
- ◆ Illness where your child is too ill to come into school.
- ◆ Evidence to show your child has been seen by a doctor such as medicines prescribed, appointment cards or texts.

Unauthorised absences:

Unauthorised absences could lead to Fines or Legal Proceedings issued by the Local Authority.

Absences that will not be authorised include:

- ◆ Being late after the registers have closed after 9.30am.
- ◆ Staying at home to care for children or sick relatives.
- ◆ Going shopping or having a haircut.
- ◆ Where there is no explanation or contact from parent.
- ◆ Where school is not satisfied with the explanation given.
- ◆ Special occasions such as Birthdays.
- ◆ Holidays in term time.
- ◆ Taking the whole day off for medical appointments.
- ◆ Translating for family members.
- ◆ Visiting sick relatives.

Did you Know ?

- ◆ If your child is 10 minutes late everyday they will miss 32 hours (over 5 days) of education a year .
- ◆ If your child misses 1 day a week they will loose 2 months of learning in a school year.
- ◆ A School year only has 190 days, this leaves 175 days for holidays, shopping and visiting relatives.

Attendance Incentives

Throughout the school year numerous rewards are in place for good attendance and punctuality. These include:

- ◆ Movie and popcorn
- ◆ Gaming Experience
- ◆ Extra Playtime
- ◆ Weekly Bear and Cookies
- ◆ Creature Ark
- ◆ Egg Hunts
- ◆ Ice Cream Van Visit
- ◆ Certificates and Medals
- ◆ Dojo Points for 100% weekly attendance
- ◆ 100% certificates each term and yearly.
- ◆ Prize draw for 100% attendance.



Attendance

100% Excellent Attendance

96%-99% Expected Attendance

90% - 95% Concerned

89% & Below Seriously worried

Please encourage your child to come to school everyday on time to be in with a chance of winning these exciting experiences.

Every Day Counts!