

How you can help your child to be an 'Ace Attender'?

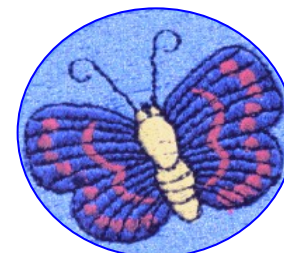
- Save the school telephone number on your mobile phone, you will always have it in case of an emergency. The school office number is 01924 894309. You can also reach our learning mentor Mrs Ballance on 07977961641.
- Contact the school if you need to tell us your child is going to be absent. We ask that you do this before 9:15am giving a reason for their absence. This will help us with our daily register checks.
- If you have a medical appointment, wherever possible, please try make this for after school time. If this is not possible please ask for a print of your appointment time or letter of appointment. This will help us to authorise your child's absence.
- Talk to us and keep us informed if your child continues to be unwell. We care deeply about all pupils and always want to hear how they are when they are absent from school.
- Make sure your child has a prompt start to their day by giving them a healthy breakfast and ensuring that they arrive at school for 8:40am when the school doors open.
- Please avoid booking holidays in term time.
- Talk to your child about why it is important to come to school each day.
- Work with us. If you are finding it difficult to get your child to school, for whatever reason, please let us know. We are here to support you.

Normanton All Saints CE (A) Infant School

Ace Attenders



'They pass this way only once so we aim to
litter their pathway with quality experiences'



Attendance matters

Parents have a legal duty to ensure that their child attends school regularly and on time

There is a direct correlation between attendance and attainment. At Normanton All Saints we aspire for all pupils to achieve their full potential. It is a simple fact, all pupils need to attend school regularly and on time if they are to take full advantage of the educational opportunities available and to make good educational progress. Poor attendance hinders progress and prevents pupils from settling well into their class family.

We aim for all pupils to meet the schools attendance target of 96% or above each term.

We promote good attendance in school through our 'Ace Attenders' system. Here are some examples of the things we do:

- Each week class attendance is closely monitored. The class with the highest attendance will receive the trophy filled with individual rewards and any pupil with 96% attendance or above is given the chance to receive an additional reward
- Each half term the class with the highest attendance will receive a whole class treat to celebrate their success
- The class at the end of the school year with the highest attendance will go on a special trip
- All pupils reaching or exceeding the schools attendance target for the full term will receive a certificate in assembly. A postcard will also be sent home congratulating any child who attended 100%.
- Pupils who have 100% attendance for the full academic year are invited to a special celebration with their families.



Mrs Ballance is our Learning Mentor and Attendance Officer. She is here to support all of our pupils and their families. She closely monitors attendance. If you need help and support with your child's attendance please do not hesitate to contact Mrs Ballance for support.

Here are some frequently asked questions about attendance...

My child has been sick/had diarrhoea when can they return to school?

After the last episode of sickness /diarrhoea your child can return to school after they have had 48 hours away from school .

My child has woken up a little under the weather, I think I will keep them off just in case. What do you think?

In the first instance we suggest treatment at home with over the counter medicines such as calpol. If your child is feeling better after the home treatment we encourage them to return their child to school that same day. Staff within school will carefully monitor your child and will contact you to come and collect your child if they felt this was necessary.

My child has headlice what should I do?

Your child will need treating, you will need to treat your child as soon as possible and come back to school (usually by the next session). As a school we will only authorise half a day absence for the treatment of headlice.

My child has a medical appointment during school time is that ok?

Ideally appointments should be made, where possible , for after school e.g. a dental appointment. For medical appointments that cannot be arranged outside of school e.g. fracture clinic, physiotherapy , school will ask to see evidence to authorise the absence. This can include appointment cards/slips, a letter from the practitioner confirming the appointment or the child's prescription providing the date of the prescription.

We've booked a holiday in term time. I have written a letter to the school so the holiday is now authorised isn't it?

Parents are asked to write to the school to inform us that they have booked a holiday. However we do not authorise term time holidays.

Our EWO (Education Welfare Officer) completes regular register checks. Penalty notices will be issued for term time holidays.

We slept in, will my child receive a late mark?

The school doors open at 8.40am, school starts at 8.45am. If the child arrives 8:50-9:15am they will receive a L for Late in the register. If they arrive after 9:15am they will receive a U for Late after the register has closed. This is unauthorised. Parents can be referred to the EWO for a penalty notice for a series of unauthorised lates. If you sleep in the best thing to do is to call the school office and let them know your child will be late into school..