

Dear Parents and carers,

Thank you to those families who have been working hard to ensure children’s punctuality and attendance is high. It is really important to get these habits established early on in your child’s life as it will make a difference in their futures. **There is a clear link between attendance and achievement and therefore it is very important that your child attends school every day unless there are exceptional circumstances.**

At Peacehaven Heights, we are focusing on attendance and punctuality and we are writing to remind you that **we expect children’s attendance to be at least 96%.**

Last academic year, the school’s attendance rate overall was **93.1%** which is far short of this. This means that that there were very many examples of children missing learning.

Each Friday, the class in Year 3-4 and Year 5-6 with the highest attendance over the previous 5 school days will be rewarded with additional access to the new climbing frame.



### 8<sup>th</sup> March to 17<sup>th</sup> June 2021

#### Nearly all classes have increasing attendance rates! Well done!

Nursery – Goldfish	95.1%
Reception – Starfish	93.2 %
Reception – Seahorses	96.3 %
Year 1 - Angelfish	97.1 %
Year 1 - Parrotfish	95.6 %
Year 2 - Rockhopper Penguins	97.6 %
Year 2 - Macaroni Penguins	95.6 %
Year 3 - Hawksbill Turtles	96.5 %
Year 3 - Leatherback Turtles	97.6 %
Year 4 - Manatees	97.8 %
Year 4 - Dugongs	96.8%
Year 5 - Eagle Rays	97.2 %
Year 5 - Manta Rays	96.1 %
Year 6 - Blue Whales	90.2 %
Year 6 - Whale Sharks	93 %

Whole School  
Attendance so far  
this academic year is  
**94.6%**

**Whole school  
attendance since  
8<sup>th</sup> March 2021 is  
95.6%**

Classes achieving 96% attendance or better since school reopened on 8<sup>th</sup> March 2021 are highlighted green

## Punctuality

It is very important that children arrive on time for school ready for learning. **If a child arrives late, but before 9:10, this is recorded as late. If a child arrives after 9:10, this is an unauthorised absence.** If a child is late, they must be brought into school via the Reception and the late book must be completed by the adult with them.

## Medical appointments

Medical appointments **must** be taken outside of school hours. Where this is unavoidable, school require evidence of the appointment in order for the absence to be authorised

## **Requests for leave for exceptional circumstances**

Parents or carers should ensure that family holidays and any term time leave are arranged outside of school term time.

Parents and carers should not remove their child from school during term time without having first requested a leave of absence in writing from the Headteacher. Headteachers can not authorise holidays.

All requests for authorised absence will be responded to in writing and will only be authorised for exceptional circumstances.

If permission is not granted, but the child is still absent, the absence is classed as unauthorised and parents or carers may be issued with a penalty notice.

## **Above 97%: Less than 6 days absence a year**

Excellent attendance! These young people will almost certainly get the best grades they can, leading to better prospects for the future. Pupils will also get into a habit of attending school which will help in the future.

## **96%: 7 days absence a year**

These pupils are likely to achieve good grades and form a habit of attending school regularly. Pupils who take a 2 week leave of absence every year can only achieve 95% attendance.

## **90%: 19 days absence a year**

These pupils are missing a month of school per year. The Government classifies pupils in this group as "Persistent Absentees", and it will be almost impossible for these children to keep up with work. Parents of young people in this group may face the possibility of legal action being taken by the Local Authority.