

Boxgrove Primary School

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Executive Headteacher: Ms Holly Gibson

Headteacher: Mr Christopher Rae

Deputy Head: Mr Richard Butler



Friday 13th September 2024

Dear Parents & Carers,

As we start this new academic year, we would like to draw your attention to important points regarding your child's school attendance:

- **Attendance below 96% is a cause for concern.**
- Regular attendance has a positive impact on all aspects of a young child's learning and development. A regular routine will support your child to feel settled and secure.
- Good habits of attendance and punctuality are key skills for adult life.
- Young children find it easier to build and sustain a range of social relationships when they regularly attend school.
- Children who are absent from school frequently, develop large gaps in learning which will impact on their progress and ability to meet age related expectations.
- We work closely with Royal Greenwich Attendance Advisory Service.

Please see below for an indicator of the time your child could be missing when absent:

| Attendance % | 190 School Days in Total | Absence |
|--------------|--------------------------|-----------------------|
| 100 | 190 | 0 |
| 95 | 180 | 2 weeks |
| 90 | 171 | 4 weeks |
| 85 | 152 | More than half a term |

To support your child at home with their attendance, please try to:

- Talk to them positively about their learning and experiences at school and encourage them to complete any homework.
- Share any worries or concerns that your child raises with you about school with their class teacher in the first instance. Intervention at an early stage can prevent concerns from escalating.
- Book any necessary medical appointments outside of school hours where possible. We appreciate that all children become ill from time to time, and this can be more

prevalent in younger children; however, please only keep your child away from school if they are genuinely unwell. The revised school policy for sickness and/or diarrhoea is **24hours** from the last episode.

- Avoid keeping your child away from school for unnecessary reasons e.g. birthdays, shopping trips, holidays and parental illness.
- Avoid keeping your child at home if an issue has arisen in school; please contact the school immediately to discuss with a member of senior staff.

Please remember to notify the school office on the first day is your child is unwell.

If you are experiencing any difficulties that are impacting on your child's attendance, for example; problems with the home to school journey or your child's behaviour, please ask to speak to Ms Abdi, our EYFS Lead and Assistant Headteacher, Miss Turner, our SENCO, or Mrs Coulter, our Learning Mentor, who will be able to offer advice and support.

Yours sincerely,



Richard Butler
Deputy Headteacher