

Newburgh CE Primary School

Back Lane, Newburgh, Nr Wigan, Lancashire. WN8 7XB

Tel: 01257 462916 Email: bursar@newburgh.lancs.sch.uk

Website: www.newburgh.lancs.sch.uk

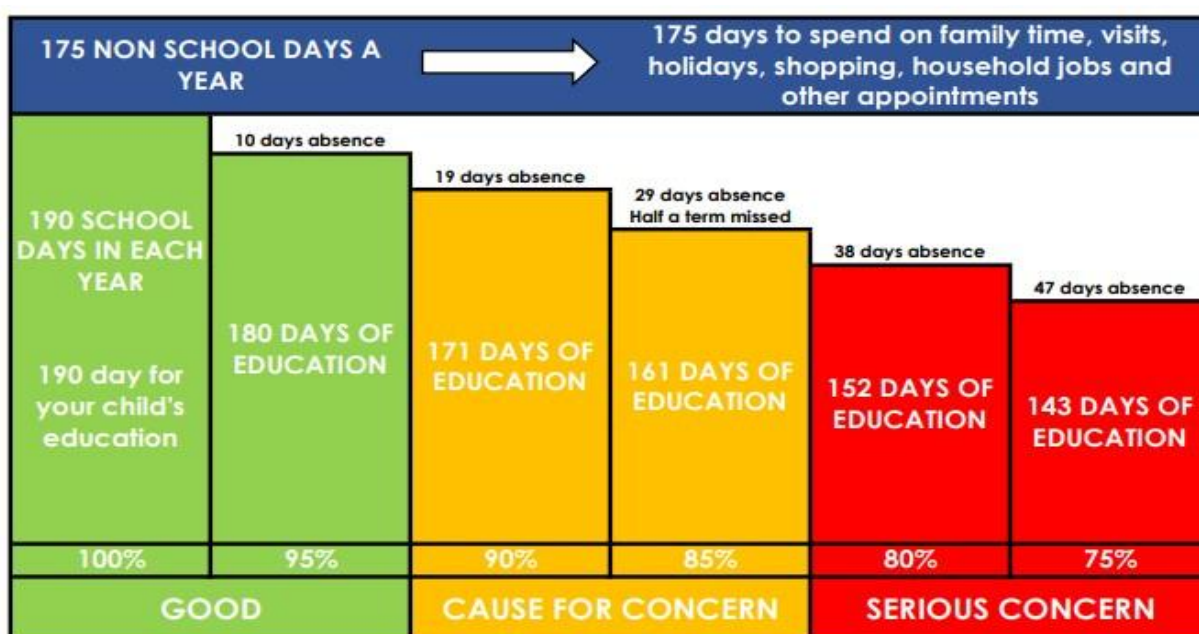
Headteacher: Mrs R. Fowler



11th February 2026

'Let Your Light Shine' – Matthew 5:14-16

PUNCTUALITY AND ATTENDANCE AT NEWBURGH



In line with our mission statement at Newburgh, we are ambitious for all our children and we are proud of our ethos and the determination shared by our community. However for our children to gain the greatest benefit from their education, it is vital that they are punctual and attend school every day, unless they have an unavoidable reason to be absent.

The table above illustrates the number of days available each year for holidays, appointments, visits and family time.

Any absence affects the pattern of your child's schooling and regular absence or leave in term time has a significant impact on your child's learning, confidence and relationships with others.

We are determined to ensure that our children are given every chance to realise their full potential and that every child plays their part in making Newburgh a successful school. High rates of attendance ensure that our children maximise their progress as learners and develop strong relationships with



their peers, teachers and support staff therefore impacting positively on your child's well-being, confidence and sense of belonging to our school community.

If you choose to take unauthorised absences, when your child gets ill it is almost impossible for their attendance to ever get above 96% resulting in it being even harder for them to achieve both academically and socially.

We would also like to remind you that any requests to take your child out of school for an appointment will require evidence.

Each term, we notify you if your child's attendance meets or is close to meeting the persistent absence threshold (amber or red bands in the illustration). If your child's attendance is currently a cause for concern then an attendance meeting will be arranged. **Where there are opportunities for your child to represent school in extra-curricular activities during the school day that are offsite, please be aware that these will not be open to children with unauthorised absences or poor attendance so they can make up lost learning in the classroom.**

Children that are late must be accompanied by an adult to the school office (not left unattended outside school). The impact of a child entering the classroom once learning has begun is detrimental to not only their learning (as they will have missed key adult input) but also their well-being as they enter a class of children who already know what they are learning.

Your support with this matter is of the highest importance and I thank you in advance.

Kind regards



Rebecca Fowler
Headteacher

