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Crich Church of England Infant School

Headteacher: Miss J Kirk

11.01.2024

Importance of School Attendance and Punctuality

I trust this letter finds you well. As we embark our spring term, I would like to take a moment to emphasize the critical role that regular school attendance and punctuality play in the educational journey of our young learners.

Attendance at school is paramount to a child's academic success and personal development. At Crich C of E Infant School we are committed to providing a nurturing environment where every student can thrive and reach their full potential. Regular attendance ensures continuity in learning.

Our school's target for attendance for 2023/2024 is 96%

Any child who has an attendance under 90% is considered to be a 'persistent absentee' by the Local Education Authority and this could result in legal action being taken. Although attendance of 90% sounds good, it actually means that a child misses:

- one half day each week
- nearly four weeks every school year
- over one school year in a school career

**MOMENTS
MATTER,
ATTENDANCE
COUNTS.**

In addition, can we please remind you that holidays must not be taken during term time. Government legislation prevents schools from granting leave of absence unless there are 'exceptional circumstances'. Holidays are not exceptional. You may be issued with a penalty notice should leave be taken which is not authorised. For any further information, please refer to a copy of our school Attendance Policy which can be found on the school website. The school gate closes at 8.55am, any children arriving after this time will receive a late mark on the register.

It is particularly important to highlight the significance of punctuality in the context of your child's education. Timely arrival at school sets the tone for a productive day of learning and helps establish positive habits that extend beyond the classroom. In the early stages of education, such as during phonics lessons, each moment of instruction is crucial in building foundational skills that form the basis of future academic achievements.



Late arrival, unfortunately, means missing valuable learning time. Phonics is a fundamental component of early literacy development, laying the groundwork for strong reading and writing skills. Regular participation in these lessons ensures that your child is equipped with the necessary tools to excel in language-related tasks.

To support your child's educational journey, we kindly request your cooperation in ensuring they attend school consistently and arrive on time. Should unforeseen circumstances arise that may impact your child's attendance or punctuality, we encourage you to communicate with the school office as soon as possible. In instances when we have not had a phone call or email from you we will continue to call you to establish a reason for your child's absence.

We are introducing weekly attendance cup winners for the class with best attendance for the week. The class with the best attendance will receive the attendance trophy for the week and gain extra playtime on a Friday. In addition to this we are introducing the 100% club – children with 100% attendance will receive a certificate in worship at the end of the term.

Reminder for Breakfast and After School Club

Please can we take this opportunity to remind you of our Breakfast and After School Club session times.

Wrap Around Care - Breakfast and After School Provision is available at Crich Church of England Infant School 5 days per week during term time.

Breakfast Provision - is available from 7.30am - 8.45am at a cost of £4.00 per session per child. During the session breakfast will be provided which can include toast, cereal, fruit juice or milk.

Afterschool Provision - is available 3.15pm - 6.00pm at a cost of £8.00 per session per child. During the session a snack will be provided which can be soup, sandwiches, beans on toast, soup and a drink.

Places are available on a regular and ad hoc basis, just book and pay for your place via ParentPay.

Thank you for your attention to this matter. If you have any questions or concerns, please do not hesitate to contact the school office.

Kind regards,

Miss Kirk

Headteacher