



- Stickers every week for full attendance.
- Certificates every half term for 100% attendance.
- A badge for a term of 100% attendance.
- Special Hero badges for big Improvements.
- The chance to win a BIG prize from our attendance raffle!



Through regular attendance children can:

- Build friendships
- Develop life skills
- Take part in learning and achieve their full potential

If you have any questions, please talk to your child's Teacher, Mrs Craven or Mrs Fisher.



Woodlands Primary and Nursery School
Ironbridge Road,
Madeley,
Telford
TF7 5HX

Telephone:
01952 386070



Attendance at Woodlands

Information for Parents and Carers

Good attendance and
punctuality are vital for success
at school.

The Importance of Attendance

At Woodlands, we know that missing days in school can have a lasting impact for children. Our curriculum is designed to be sequential and progressive, ensuring that knowledge builds over time. Where lessons are missed, it can be difficult for children to catch up. Lots of time out of school can also make it difficult for children to form secure relationships with their peers. To support families, at Woodlands, we strive to achieve the best possible attendance for all our children and help families to overcome any barriers to attendance/punctuality.

It's Cool to Attend School!

Attending school is important so that children can:

- ◇ Have fun!
- ◇ Make friends
- ◇ Learn new skills and knowledge
- ◇ Make memories
- ◇ Experience new things
- ◇ become **responsible, kind, tolerant citizens, confident decision makers** and **creative thinkers**.
- ◇ Achieve well

Arriving at School on Time



Gates open at 8.35am

Children should be in their class before 8.50am

Morning Nursery starts at 8.30am

Afternoon Nursery starts at 12.10pm

What is late?

10 mins late = 50 mins per week which is 1 school week every year missed.

20 mins late per day = 1 hour & 40 mins a week which is 2 school weeks a year missed.

30 mins late per day = 2 hours & 30 mins per week which is 3 weeks of missed school per year.

Unauthorised Absences

The following reasons for being absent from school will not be authorised:-

- Forgetting school term dates
- Oversleeping
- Day trips and family outings
- Weather conditions
- Issues with uniform
- Birthdays and holidays
- Headlice

The Government States...

Attendance that is 90% or below is classed as persistent absence. It is expected by the Government that children's attendance should be above 95% if they are going to achieve their full potential. A child with 90% attendance will have missed 19 days of school; nearly 4 weeks!

Attendance	Rating	Action
97-100%		Your child's attendance is giving them the best possible chance in school; supporting their learning, helping them to make progress and encouraging a strong work ethic
92-96%		Your child's attendance is below what is expected, our Educational Welfare Officer will begin looking at ways in which we can help to improve this.
Below 92%		Your child's absence will be negatively impacting on their progress and attainment. This will be closely monitored by the attendance team and will require you to meet staff in school to ensure that your child's attendance improves as soon as possible. We review attendance regularly and if your child's attendance is below 92%, you will receive a letter confirming this. If their attendance does not improve, you may be contacted by phone or letter again and asked to attend a meeting in school. The Local Authority may send out Warning letters prior to any Court proceedings.

Occasionally your child may be too ill to attend school. This can be for different reasons and it is your decision whether or not to bring them to school. However, if attendance has been an issue, taking a day off for a cold, for example, will impact negatively.



Please phone to let us know if your child is too ill to attend school.

**01952
386070**



ClassDojo

You can also send a DOJO message to Mrs Craven.

Holidays and Leave in Term Time

All requests for leave must be made to the Headteacher, using a form which is available from Reception. There is no automatic right to any leave during Term time.

Absence requests will only be agreed in exceptional circumstances.

You will receive a letter confirming if the absence has been authorised or not. If the leave is unauthorised and still taken, a Fixed Penalty Notice may be served by the Local Authority. The penalty is £60 per child per adult. This may increase if not paid in time.

How to support your child's attendance

- ◇ Prepare for school the night before
- ◇ Get a good night's sleep so that getting up in the morning is easier
- ◇ Try to arrange medical/dental appointment outside school hours
- ◇ Take an interest in your child's school work
- ◇ Praise or reward your child for their achievements in school
- ◇ Join in our school life-attend parents evenings, Stay and Learn sessions, school trips etc.
- ◇ Take holidays outside term time
- ◇ Take advantage of our free walking bus
- ◇ Keep in contact with school staff-if there are barriers to attendance, we can often help!
- ◇ Ask for support if it is needed