



**THE  
WOLDS & VALE  
FEDERATION**



## Attendance Newsletter November 2022

### Attendance Matters



We are writing to all our families about the importance of being in school every day and on time. The impact of lost learning due to high levels of absence or lateness on a child's education is huge. At a time when so much education has been disrupted over recent years, it is more vital than ever that we make every day and every minute count. We are very keen to work in partnership with all our families to make sure this happens. If you need help with your child's attendance, please let us know.



### Be In School Be On Time!



Arriving at school on time is really important. When children arrive late at school they are not just losing their own learning but can also disrupt the learning of others as they go into the classroom late. It can also be embarrassing and upsetting for a child to enter the classroom when everyone else is settled. We want to prevent this happening to any of our children. School starts at 8.45am and so all children should be in school by this time. When school starts after the holidays in January, the gates will be closed in both schools at 8.45am. Please ensure that your child is in school before this time to make sure they have the best possible start to their school day.



### Celebrating Great Attendance!



At the Wolds and Vale Federation, we recognise that great attendance leads to great achievement. From January, there will be a system of individual and class-based rewards for good attendance. Great class attendance will be celebrated in assemblies, in the newsletter and around school. Our aim is for every child in our Federation to have an attendance rate of 97% in school.....100% would be excellent!



**Attendance  
Matters**

Every student. Every day.



# Absence Through Illness

We understand that children can become unwell from time to time and it is not always easy to decide whether to send them to school or not.

Please use this link to help support your decision making: [NHS - Is My Child Too Ill For School?](#)

Please remember that it is ok for your child to be in school if they have a cold or cough, or if they feel a little under the weather - as long as they don't have a temperature.

Please tell us when you drop your child off if they are feeling a little under the weather.

We will keep an extra close eye on them and call you if we need to.

If your child is too ill to attend school, please phone school and report the absence before 9am. You could also leave a message on the answerphone if you call earlier than 9am. Please let us know your child's name, their class and full details of their illness and/or symptoms.

If we do not hear from you by 9am, we have a duty of care to call you and find out why your child is not in school. If we have no reply from the first contact, we will try each contact on your child's list.

If we haven't managed to contact anyone by 10am we will carry out a home visit which will mean 2 members of staff will visit the family home. This is a legal requirement and good safeguarding practice.

If your child is absent for more than one day, please ensure that you phone in each day to update us.

**Medical Appointments** - We request that, where possible, routine doctors and dentist appointments are made for outside of school hours. We do understand that some appointments, however, such as hospital consultations, are not always possible to arrange outside of school hours. However, if the appointment allows your child to come to school for part of the day, we encourage you to do this. This will have a positive effect on their learning as well as their attendance rate.

## Holidays in Term



Please be aware that holidays in term time will not be authorised unless there are exceptional

**The Legal Stuff** - School attendance is important because the law requires it. Parents are legally responsible for making sure your child gets a full time education. This means registering your child at school and making sure they attend regularly.

**Thank you....** to all our parents and carers for working in partnership with us to ensure your child builds good habits of attendance and punctuality. These will stay with them as they go through their school days and into adult life. Please let us know if we can support you at all with your child's attendance and/or punctuality.

