

Any absence (illness included), whether authorised or unauthorised, affects a child's attendance percentage. Schools calculate this percentage based on the number of sessions missed compared to the total number of sessions possible, and any day or half-day off will lower this.

We request that, where possible, routine medical and dentist appointments are arranged outside school hours as these appointments will affect your child's percentage attendance.

Tell the school in advance of any medical appointments and these must be accompanied with **a proof of appointment** which you can either send to us by email or bring a letter to the main reception.

When reporting your child's absence, please include their name and class in any email or message. This saves us a lot of time and is much appreciated.

**If you are not sure whether your child is well enough to attend school, send them in anyway as they often perk up on arrival.**

We have noticed an increase in lateness to school this month, school starts at **8.30am**, please be prompt.

**Best Attendance - KS1 (Year 1 & Year 2)**

2OR Mrs O'Sullivan/Mrs Donaghey's class

**Least Lates - KS1 (Year 1 & Year 2)**

2OR Mrs O'Sullivan/Mrs Donaghey's class

**Best Attendance - KS2 (Years 3 to 6)**

5CG Mrs Gibson's class

**Least Lates - KS2 (Years 3 to 6)**

5CG Mrs Gibson's class

Year group		Current %
Nursery	EYFS	87.3%
Reception	EYFS	94.8%
Year 1	KS1	92.8%
Year 2	KS1	95%
Year 3	KS2	94.1%
Year 4	KS2	94.9%
Year 5	KS2	95%
Year 6	KS2	95%

**Attend Today  
Achieve Tomorrow**

Our whole school  
attendance is  
**94.5%**  
**Mrs Sue Smith,**  
**Attendance Officer**

