



St Anne (Stanley) C OF E School

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Dear Parents and Guardians,

Attendance and punctuality are very important at St. Anne (Stanley) C of E School. Regular attendance is paramount for our children to be able to achieve their best both academically and in forming and maintaining friendships. The Government expect pupils to have a minimum level of attendance of at least **97% (5 days absence across the whole school year).**

We understand that children will suffer from illnesses across the year, however regular poor attendance can be linked to safeguarding concerns. Therefore if your child is regularly absent, Liverpool Local Authority and the Education Welfare Service (EWS) will work closely with school to try to improve the child's attendance and provide support to the family. If there are no improvements in the child's attendance, the Education Welfare Service may issue fines and court action.

Key Attendance Points:

- ⇒ **All children** should have a minimum of **97% attendance**.
- ⇒ Attendance is vital to academic success and building friendships.
- ⇒ Poor attendance can be linked to safeguarding concerns.
- ⇒ Please call school to inform us of your child's absence.
- ⇒ Please provide a letter or preferably medical evidence for the child's absence.
- ⇒ School will conduct phone calls and home visits (safeguarding procedure) if no contact has been made by parents / carers.
- ⇒ All absences decrease your child's attendance percentage (including medical appointments - please arrange appointments outside of school times).
- ⇒ You will receive regular updates via letters from school, informing you of your child's attendance.
- ⇒ Regular poor attendance will result in parents being invited to meetings with school and the EWS in order to resolve any issues impacting attendance.
- ⇒ Lack of engagement with school and the EWS may result in fines and court action.
- ⇒ Excellent attendance will be rewarded with individual and class prizes.

Yours sincerely

Mrs. J. Simons

HEADTEACHER



Attendance Ladder

Pupils should aim to have **97% or above** attendance

1 School Year at 90% is 4 whole weeks of lessons missed!

That's **100 HOURS** of



Support your child to achieve their best