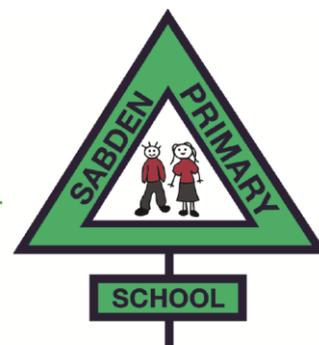


Sabden Primary School

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May 2022

Dear Parent/Carer

SCHOOL ATTENDANCE – Academic Year to date Sep 2021 – April 2022 (Easter)

The minimum attendance level which is expected for all primary aged children nationally is 96%, although here at Sabden this year we are aiming for 97%. Good attendance is very important so that children are given as much opportunity as possible to develop academically and socially. When children are absent from school they often find it difficult to catch up on the work they have missed and can feel unsettled by this.

We monitor attendance regularly and feel that it is important that we share this information with you as a parent. This letter is printed on coloured paper. We have used coloured paper as a way to assist you in understanding the implications of your child's attendance level.

Green Letter

If you have received a green letter then this means that your child has attendance which is on or above the school's target level of at least 97%. If this continues then it is likely that your child will go on to meet their full potential academically as they are attending school regularly. Children who achieve 97% or above with NO unauthorised absences at the end of the academic year will be given a special treat. Thank you.

Yellow Letter

If you have received a yellow letter this means that your child's attendance is between 90.1% - 96.9% so far this year. Unfortunately, your child at the moment is currently below the school's target and their attendance will be monitored. **We do understand that these absences may have been due to illness, but we feel you should be aware of your child's attendance rate.**

Red Letter

If your child's letter is on red paper, this means that they have missed significant periods of time from school this year and are at risk of underachieving as a result. As they are now considered by the Department for Education a 'Persistent Absentee' school has an obligation to ensure attendance improves. If this is the case, you will also receive a further letter detailing concerns and support. We would ask for your help in ensuring that, where possible, attendance improves over the coming weeks and we would like to remind you that support is available through school. Your child's attendance is now being monitored on a regular basis and we may invite you into school to discuss this further. If attendance does not improve, we will contact you again to discuss the situation further. It may also be necessary to ask the Local Authority Pupil Attendance Support Team for assistance in this matter.

We are asking for the support of all parents in improving attendance levels, as we believe that this is one of the main ways in which our children will be happy at school and achieve their full potential.

Yours sincerely

Elizabeth Maskell
Headteacher

Elizabeth Maskell – Headteacher

Attendance Matters – Every School Day Counts

