

Headteacher: Miss L Ferrara

17th January 2024

Dear Parents/Carers

Happy New Year and I hope you all had a safe and happy Christmas with family and friends. It has been lovely to welcome our children and families back to school.

I have received some guidance from the NHS regarding certain illnesses, particularly at this cold time of the year when these can increase.

At times it can be difficult to decide whether to keep your child off school if they are unwell. Please find a link here to NHS guidance and advice about illness which require your child to remain at home or those which are safe for your child to still attend school: <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

If you do decide to keep your child at home, it is important to contact the school on the first day of absence as early as possible to let school know that your child/ren will not be attending school and the reason why. Our Education Welfare Officer, Miss Bradshaw, continues to monitor attendance and punctuality daily and continues to make home visits to support parents to ensure children attend school regularly and on time.

Nottingham City Education Welfare Officers have advised that if a child's attendance falls below 90%, absences cannot be authorised without medical evidence. It is also Academy policy that parents complete a leave of absence form in advance of planned absences e.g. to celebrate a significant faith event such as Eid or for legal appointments. Without this paperwork, a child's absence will be recorded as unauthorised and will impact on overall attendance.

We also encourage families to keep dental and any routine appointments out of school hours if possible to keep absence to a minimum. Taking holidays during term time is not permitted in line with the Academy policy and may result in a fine from the Local Authority. Fines are significant and are issued per parent for each child in the family.

We are keen to work with our families in a supportive manner to ensure continuous attendance and good punctuality. If you need support with this, please contact the school office. Good attendance and punctuality really does have a positive impact on your child's education. The table below helps to illustrate this.

Thank you for your support and co-operation.

With thanks

L Ferrara

Miss Ferrara
Headteacher

M Bradshaw

Miss Bradshaw
Education Welfare
Officer

0 days of school	100%	Perfection
Equates to 2 days off school each year	99%	Excellent
Equates to 5 days off school each year	97%	Good
Equates to 10 days off school each year	95%	Slight Concern
Equates to 20 days off school each year	90%	Concerned
Equates to 30 days off school each year	85%	Very Concerned