

Attendance

Dear Parents/Carers

Welcome back to the new school year! We hope you and your family had a wonderful, restful break. We are so excited to welcome your children back into the classroom and it has been great to see their excited faces this week.

As you will be aware, school attendance is a national priority. Every school now has an attendance target, and we will work tirelessly to improve overall attendance to meet our target. We cannot emphasise enough how vital consistent school attendance is to your child's success. Everyday learning builds critical skills, fosters strong friendships, and helps students feel confident and connected to our school community.

How you can help:

- **Establish routines:** Help your child get plenty of sleep and set out bags/uniforms the night before.
- **Schedule appointments carefully:** Whenever possible, please arrange medical and dental appointments outside of school hours.
- **Reach out early:** If your child is struggling with anxiety, illness, or anything that makes coming to school difficult, please contact us immediately so we can support you.
- **Reporting absences:** If your child must be absent due to illness, please inform the school office by 9:00a.m. on each day of absence via email (admin@chjs.net), voicemail (01256 473777) or on the Arbor app.

How we will help:

- **Tracking:** we will track and monitor every child's attendance and contact you if we are concerned.
- **Celebrate good attendance:** we regularly celebrate good attendance (including those that have circumstances that affect full-time attendance (e.g. medical conditions) and improved attendance.
- **Create a safe environment:** through good relationships that engineer a sense of belonging for your child.
- **Offer targeted support:** our pastoral team can meet and listen to your circumstances and offer support to help overcome barriers.

Good attendance is the responsibility of everyone and all staff, from teachers, support staff and the attendance team, are here to work with you and your children.

Please also find attached our Attendance Policy which details our expectations, processes and procedures.

Thank you for partnering with us to give your child the best possible start to the school year.

Kind regards,

Mrs Lund and the Castle Hill Team
AHT - Attendance Lead