

Drove Primary School

Attendance and Absences Newsletter

Term 4

Welcome

Welcome to Drove Primary Schools first Attendance and Absence Newsletter.

The purpose of this is to keep you updated with relevant information you need regarding attendance and the schools expectations.

At Drove, attendance is incredibly important to us and it gives children the best possible start to their education and will expose them to new experiences and opportunities.

Regular school attendance patterns encourage the development of other responsible patterns of behaviour.

Attendance percentage and days missed

At Drove, 97% attendance is classed as "Good", and 100% attendance is classed as "Excellent". Anything below 97% is deemed "Requires Improvement".

Attendance %	No. of days missed
100%	0 days
99%	1 day
98%	3 days
97%	1 week
96%	1.5 weeks
94%	2 weeks
93%	2.5 weeks
92%	3 weeks
90%	3.5 weeks

Sickness

We understand that children become poorly and need to have time off to recover or if you are following the schools policy.

If you are unsure on whether to send your child's to school, please use this website from the NHS to help: <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

We are also available so please give us a call on **01793818608** for advice,

Monitoring

We monitor all children of statutory ages (5 Years and over) attendance. If attendance fall to 96% or below (96% is equivalent to 8 days missed) a meeting will be held with out Attendance Lead to discuss.

Information on our website

We have updated our website and added all the information you need to know about attendance and absences.

It can be found on Drove Primary School- For Parents- Attendance and Absence.

<https://drove-pri.swindon.sch.uk/for-parents/absence>

Thank you for your continued support in working with us to help your child reach their full potential.

Reporting an absence:

Your child's absence can be reported by calling the Main School Office on **01793 818606** or via text message. If no answer via phone call, please leave a voicemail.

This needs to be done by 08:30am.

There are two registration sessions in a school day so if your child feels better you can send them in later in the day – every lesson counts!