



BERKELEY PRIMARY SCHOOL

Attendance Matters



ATTENDANCE SUMMARY

A big 'thank you' to all of the parents who are working with us to improve our attendance. I am pleased to share that our current attendance stands at 94.85%, which demonstrates the positive progress we are making together as we work towards our target of 97%. Regular attendance is very important for children to achieve the best they can. If children are absent from school, it not only affects their education but they will miss out on the social side of school which affects their ability to make and keep friends and can dent their self-confidence to attempt new work and work alongside each other.

School Attendance Figure

• **94.85%**

Highest class

• **5 Beech with 96.67%**

43 children have achieved 100% attendance so far this academic year

ILLNESS

We appreciate that attendance levels can be affected by illness, particularly colds, tummy bugs and chickenpox. We would therefore encourage all parents to send their children into school wherever possible. However, if they have been ill with sickness and/or diarrhoea, please keep them off school until they have been symptom free for a minimum of 48 hours to prevent the bug spreading throughout the school community. If your child has a cough or a cold, we still expect your child to be attending school. When dropping off your child, please inform their teacher of your worries. Please be assured, staff will look after your child and will contact parents if they are concerned in anyway.

If your child is too ill to attend school, please contact the school office before 8:45am with full details of your child's illness/symptoms, you can leave a message on our answer machine. If we do not hear from you, we will ring you to find out why your child is not in school. If you email the school office, please remember to include your child's full name and class in the subject line. Thank you for your support.

Every Child • Every Chance • Every Day



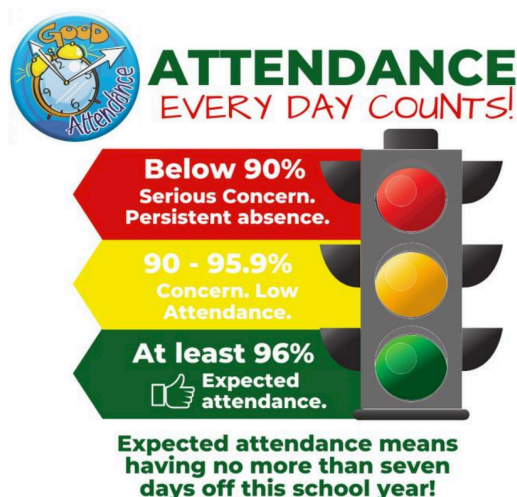
BERKELEY PRIMARY SCHOOL

Attendance Matters



ATTENDANCE REVIEW AND LETTERS

We have recently completed another attendance review. If your child's attendance has fallen below 90% you will be receiving a letter to make you aware of this. We will be expecting your child's attendance to be improving when we monitor again next month. Children whose attendance drops below 90% become categorised as persistently absent. This classification is significant because missing school causes children to fall behind in their lessons, directly impacting their academic progress and achievement. We must work together to prevent any child from becoming persistently absent.



WHEN IS IT NOT OK FOR YOUR CHILD TO STAY AWAY FROM SCHOOL

Holidays - only in very exceptional circumstances will term time holidays be authorised by the school. You may be fined by the LA for taking a holiday.

Birthdays - your child should still attend, even if it is their Birthday.

Shopping/Family Days Out/Haircut - or any other activity for which there is no serious reason for your child to stay away from school.

There are 175 non-school days a year. This is 175 days to spend on family time, visits, holidays, shopping and other appointments.

THE LEGAL STUFF

School attendance is important because the law requires it. As a parent you are legally responsible for making sure your child gets a full-time education. This means registering your child at school and making sure they attend regularly and on time.

The GOV.UK website states;

-Children must get an education between the school term after their 5th birthday and the last Friday in June in the school year they turn 16.

-A holiday is generally not considered an exceptional circumstance. You cannot usually take your child away during term time.

Every Child • Every Chance • Every Day



BERKELEY PRIMARY SCHOOL

Attendance Matters



PUNCTUALITY



Through our monitoring, we have noticed that the number of children late for school is increasing. Please remind yourselves of the times the doors open to ensure your child does not miss any more of their education;

- Reception to Year 6 – doors open at 8:40am, learning starts at 8:45am prompt
- Nursery – doors open at 8:50am, learning starts at 9:00am prompt

The knock-on effects being late has on a child's learning is massive. Children have commented on how they dislike being late to school, it makes them feel discombobulated! Please help by setting your alarm and leaving 5 minutes earlier.

Amount	mins late	Hours missed by end of year	School Days lost
1 Late per week	10	6.5 Hours missed	1.3 days
2 Lates per week	10	13 Hours missed	2.6 days
3 Lates per week	10	19.50 Hours missed	3.9 days
4 Lates per week	10	26 Hours missed	4.2 days
5 Lates per week	10	32.5 Hours missed	6.5 days
Amount	mins late	Hours missed by end of year	School Days lost
1 Late per week	20	13 Hours missed	2.6 days
2 Lates per week	20	26 Hours missed	4.2 days
3 Lates per week	20	39 Hours missed	7.8 days
4 Lates per week	20	52 Hours missed	10.4 days
5 Lates per week	20	65 Hours missed	13 days
Amount	mins late	Hours missed by end of year	School Days lost
1 Late per week	30	19.5 Hours missed	3.9 days
2 Lates per week	30	39 Hours missed	7.8 days
3 Lates per week	30	58.5 Hours missed	11.7 days
4 Lates per week	30	78 Hours missed	15.6 days
5 Lates per week	30	97.5 Hours missed	19.5 days

Every Child • Every Chance • Every Day



BERKELEY PRIMARY SCHOOL

Attendance Matters



Good Attendance means...

being in school at least 95% of the time, or 180 to 190 days



There are **365 days** in a calendar year

175 days are not spent in school

Did you know?

When children attend school they:

- Can achieve their potential
- Have better career prospects
- Learn how to look after themselves and be healthy
- Grow in confidence
- Keep up with work and homework
- Make new friends

Every Child • Every Chance • Every Day