

MALMESBURY PRIMARY SCHOOL

Attendance Newsletter – 20th September 2024

Dear families,

Welcome to this attendance special newsletter; the aim is to promote the importance of attendance across the school community. It is vital that we continue to work together to do all we can to prioritise the children's attendance and punctuality at school so that they can enjoy their learning and socialising with their peers.

Our School Attendance Target – 96%

As mentioned recently, last year's attendance improved with us finishing 25/66 for TH's schools and the number of children classed as 'persistent absentees' dropping significantly. There is still work to be done this year to hit our school target and ensure no child is missing more learning time than needed. We can continue to do this, with your help.

Olivia Riddell

Assistant Headteacher and attendance lead.

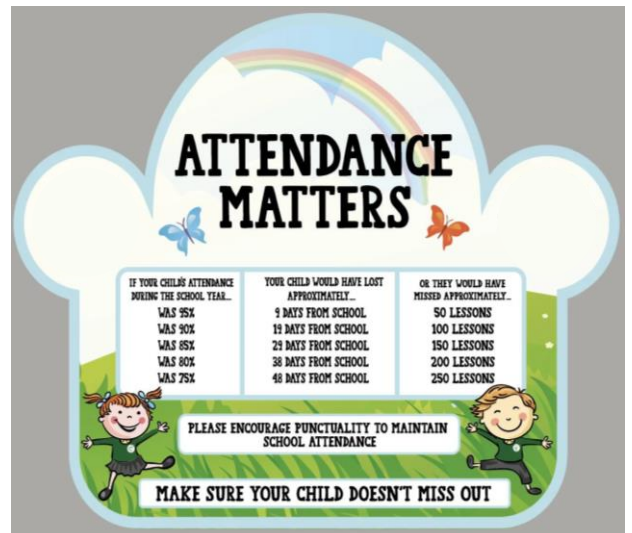
This week's attendance:

Nursery	96.23%
Reception	91.80%
Year 1	98.00%
Year 2	97.82%
Year 3	96.90%
Year 4	97.50%
Year 5	94.44%
Year 6	97.62%

Article 28 UNCR

You have the right to good quality education. You should be encouraged to go to school to the highest level.

"School keeps you safe, educates you and prepares you for the future. Don't miss out!"



As a school, we strive towards high expectations to help encourage and support children to come into school.

When children are in school each day and are on time...

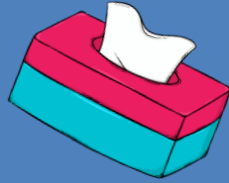
- They begin to embed life-long values, such as responsibility, high expectations, achievement and confidence. Useful values both for now and for the future.
- They achieve academically as they are accessing learning from the start of the day and are not missing any key learning. We often start each day with reading, writing, maths practice.
- They are continuously building social skills with their peers and adults alike.
- It helps support healthy mental well-being as it allows children to connect, stay active and learn something new each day.

Absences through Illness

We understand and appreciate that children can become ill and that it is not always easy to decide whether to send them into school or keep them at home. In our Attendance Policy, it suggests to:

Stay home:

- High temperature above 37.5°C
- Child is bedridden
- Vomiting
- Diarrhoea



Come to school:

- Cough
- Runny nose
- Allergies / Asthma
- Muscle aches, toothaches, headaches
- Tiredness

There are exceptions to the above under special circumstances or with advice from a doctor or Ruth.

Medications can be administered at school if given to Ruth at the beginning of the day. Please complete a consent form and ensure the medication is in the original container.

If you are still unsure, the NHS have an excellent webpage that can help you decide whether or not to send your child to school for a variety of illnesses:

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

School Procedures - Absences

- Any non-attendance needs to be explained by 9:00 a.m.
- If there is no contact, the office will be calling to follow-up for an explanation.
 - This is a requirement by law for us to do to ensure the safety of all children.
- If we have not been able to contact you after 2 days, the Safeguarding Team will carry out a home visit.

Attendance is a SAFEGUARDING issue.

It is our responsibility to ensure the safety and wellbeing of every pupil.

Following procedures and contacting parents/carers regularly is our legal responsibility to make sure every child is protected.



Mornings

- Gates open at 8:40 am
- Lessons begin at 8:50 am

End of the Day

- Gates open and children go home at 3:15 pm

Importance of Punctuality in a Student's Life



- Lessons begin at 8:40 - children have morning learning as soon as they arrive into class. These morning activities are important as it often consolidates learning from previous lessons (ie: spelling, maths, reading, etc)
- Prepares them for the day in a calm environment - teachers greet children at the door where they are encouraged to ease into the classroom before beginning their learning.
- It gives the teacher time to check-in with each of the children - wellbeing and academically
- Provides routine that most children need - it helps prepare them for later in life.
 - Coming in late to a lesson causes anxiety and stress

DFE ATTENDANCE GUIDANCE

Working together to improve school attendance



New National legislation for Attendance:

- Roles and responsibilities for everyone
- Basic expectations and legal responsibilities
- Guidelines for not following Attendance policy

SCHOOL PROCEDURES - UNAUTHORISED ABSENCES



Please read the extended leave information in our school policy. It is important we work in partnership to maximise the time children have in school. Our children have roughly 13 weeks holiday a year, their time in school is precious learning and socialising time. At the start of terms we introduce key learning and at the end of terms we celebrate all that we have achieved, often with special events. These times all matter.



PENALTY NOTICES

New National Framework for Penalty Notices for poor school attendance and unauthorised leave in term time effective from 19 August 2024.



Per Parent, Per Child

Penalty Notices will still be issued to each parent for each absent child.

For example – 2 siblings being absent for unauthorised leave in term time, will result in each parent receiving two separate fines.

Penalty Notices will be issued for:

- Term Time Leave: 5 consecutive days or more
- 10 sessions of unauthorised absence and/or lateness in a 10 week period

am = 1 session
pm = 1 session
1 day = 2 sessions

First Offence

The first time a penalty notice is issued, the amount will be £160 per parent, per child, if paid within 28 days.

(Reduced to £80 per parent, per child, if paid within 21 days.)

Second Offence

The second time a penalty notice is issued, the amount will be £160 per parent, per child, if paid within 28 days.

(There is no reduction for any early payment.)

Third Offence

The third time a penalty notice is issued, the case will be presented straight to the Magistrates Court.

Fines of up to £2500 per parent, per child, can be issued by the courts.

BEHAVIOUR AND ATTENDANCE SUPPORT SERVICE
London Borough of Tower Hamlets, Town Hall, 160 Whitechapel Road, London E1 1BJ

Email: LBTHAttendance&WelfareServiceAdmin@towerhamlets.gov.uk Telephone: 020 7364 3450



Celebrating Attendance!

One of the best parts of the day is greeting Malmesbury children each and every morning. We celebrate every child that comes through our doors!

Rewarding great and improved attendance is always being adapted at Malmesbury – we want to celebrate those pupils and classes who come in everyday as well as be as inclusive as possible for all pupils. Last year we introduced 100% attendance weeks to give children a chance to feel and be successful over a short five day period.

What else we reward?

- Each week in Celebration Assembly, we reward the class with the best attendance from their phase with a certificate.
- If a class achieves 100% attendance for an entire week, they all get a special treat! Last year, classes were surprised with ice lollies and hot chocolate!
- At the end of each half term, any child that came to school each day receives a certificate and a sticker!
- At the end of each half-term, the class with the best attendance for their phase is rewarded the coveted golden trophy! Their class teachers reward them with some Golden Time.
- At the end of the year, any child who achieves 100% attendance for an entire year is rewarded with a gold medal!



Rewards are exciting and provide an incentive for some children.

However...the best reward for excellent attendance is being able to learn something new each day.

And...they are HAVING FUN! The variety of opportunities available that children learn from each day