

Lovington Church of England Primary School

Lovington
Castle Cary
Somerset
BA7 7PX



Telephone: (01963) 240305
Email: lovingtonoffice@fossefederation.co.uk
Website: www.fossefederation.co.uk

Headteacher: Mrs Emma Marshall, BA Honours, PGCE

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Dear Parents,

Moments Matter, Attendance Counts

As we begin the new academic year, I am writing to remind you about the importance of good attendance and punctuality. Regular attendance and good punctuality are crucial factors that contribute to your child's attainment, well being and wider life chances. Good attendance is a crucial part of ensuring that children achieve their full potential and understand the importance of daily routines for each step of their educational journey.

Our school attendance target is 95%; it is a cause of concern if individual pupil's attendance falls below this percentage. Owing to the new attendance policy for schools, issued in August 2024 by the DfE, the local authority now has full access to schools' attendance figures and all unauthorised absences could lead to a fine being considered. Under these new guidelines, schools are required to consider a fine of £80 when a child misses 10 sessions (5 days) of school through unauthorised absence. As a school, our aim is to build strong relationships with all our families, listen to and understand any barriers to attendance and to work with families to ensure that every child has regular attendance at school.

Those pupils whose attendance drops below 90% are classed as 'persistently absent', regardless of whether absences are authorised or not. Missing 10% of school each year equates to missing 19 days of learning – this is the equivalent of four school weeks.

Punctuality matters. Frequent lateness can seriously disadvantage children and disrupt the learning of others.

| If a pupil is late each day by... | ...they will miss this many days of teaching... |
|-----------------------------------|---|
| 5 minutes | 3 |
| 10 minutes | 6 |
| 15 minutes | 9 |
| 20 minutes | 12 |
| 30 minutes | 18 |

Pupils who arrive late, disrupt lessons and miss vital information and enrichment opportunities. Research shows that arriving late is one of the main causes in children feeling unsettled and embarrassed when they arrive in school, which in turn can cause a reluctance to attend school.

If a pupil is frequently marked as late, we will contact parents to discuss the matter and identify any barriers that may require support. Parents and carers are always encouraged to contact the school to discuss any concerns about lateness or attendance so that we can work together to see how improvements can be achieved.

Your commitment to your child's education is greatly appreciated. Together, we can ensure that your child makes the most of their educational opportunities and lays the groundwork for a successful future.

Thank you for your attention to this important matter.

Yours sincerely

Emma Marshall

Mrs Emma Marshall

Headteacher

