

How to support your child's attendance:

- Prepare for school the night before.
- Get a good night's sleep, so that getting up in the morning is easier.
- Try to arrange medical and dental appointments outside school hours.
- Take an interest in your child's schoolwork.
- Praise your child for their achievements in school.
- Take holidays outside of term time.
- Keep in contact with school staff – if there are barriers to attendance, we can help!
- Ask for support if needed.



Key Contacts

Headteacher / Mental Health Lead

Mrs S Abdulla

SENDCo

Mrs N Woods

Learning Mentor

Mrs E Mumford

Educational Welfare Officer

Mrs A Pike

Office Team

Mrs Business Manger

Miss K Tracz – Administrator

Designated Safeguarding Leads

Mrs S Abdulla

Mrs N Woods

Mr M Hale

Mr N Holloway

Mrs E Mumford



Attendance

Information for parents and carers.



Attendance

Teagues Bridge Primary School
www.teaguesbridgeprimary.org
a2191@telford.gov.uk
01952388450

The importance of attendance

At Teagues Bridge we know that missing days in school can have a lasting impact for children. Our curriculum is designed to be sequential and progressive, ensuring that knowledge builds over time. Where lessons are missed, it can be difficult for children to catch up. Lots of time out of school can also make it difficult to form secure relationships with their peers. We strive to achieve the best possible attendance for all our children. We will support families to overcome any barriers to attendance and punctuality.

Arriving at school on time

Gates open at 8.45am
Children should be in class by 8.50am

What is late?

10 mins late = 50 mins per week which is 1 school week every year missed.

20 mins late per day = 1 hour and 40 mins a week which is 2 school weeks a year missed.

30 mins late per day = 2 hours and 30 mins per week which is 3 weeks of missed school per year.

Unauthorised absence

The following reasons for being absent from school will not be authorized:

- Forgetting school term dates
- Oversleeping
- Day trips and family outings
- Weather conditions
- Issues with uniform
- Birthdays and Holidays
- Headlice

The Government states...

Attendance that is 90% or below is classed as persistent absence. It is expected by the government that children's attendance should be 95% or more if they are going to achieve their full potential.

A child with 90% attendance will have missed 19 days of school, nearly 4 weeks.

Too ill for school?

NHS information about when your child is too ill to come to school.

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

Please phone to let us know if your child is too ill to attend. 01952 388450

If you do not ring, someone from the office will ring to check the reason for the absence.

If we have no response, this could result in a welfare check from the Education Welfare Officer.

Attendance	Rating	Action
97-100%	Safe Zone	Outstanding - this will help all aspects of your child's progress and life in school. This will give them a good start in life and supports a positive work ethic. Your child's attendance is at, or above, the school target. Keep up the good work.
92-96%	Sliding Zone	Strive to build on this - Your child's attendance is below expected and will be monitored. A letter will be sent to inform you of your child's attendance percentage to date. The EWO will be looking at ways in which to help you.
At or Below 92%	Danger Zone	Low absence - Absence is now significantly affecting your child's attainment and progress. This is a cause for concern and will be monitored closely by the EWO and attendance team. You will receive a letter to confirm this. If attendance doesn't improve you may be asked to attend an attendance support meeting with the EWO and attendance support team.

Holidays and leave in term time

All requests for leave must be made to the Headteacher, using a form, which is available from the office or can be accessed via the school's website. There is no automatic right to any leave during term time.

Leave and absence will only be agreed in exceptional circumstances.

You will receive a letter confirming if the absence has been authorised or not. If the leave is unauthorised and still taken, a fixed penalty notice may be served by the local authority. The penalty is £60 per child per adult. This may increase if not paid in the allocated time.