



10-POINT ATTENDANCE REMINDER FOR PARENTS AND CARERS

1.	Please prioritise attendance – there is a direct link between how well children progress in school and their attendance.
2.	Please call before 9am if your child is not going to be at school. It saves us having to call you!
3.	We understand that everyone can get ill, but if your child is regularly off due to illness, we will call you for a meeting to see how we can help.
4.	Try to book regular appointments like dental check-ups in the school holidays, or at the end of the day.
5.	If your child comes to school late (after 8:45am), the registers are closed and your child gets a late mark. After 9:00am it counts as an unauthorised absence.
6.	Too many unauthorised absences will result in a fine or a referral to our School Attendance Support Team at Cambridgeshire County Council.
7.	Take usual family holidays during the school holidays. Holidays in term time are fined (£60 per adult per child).
8.	If your child needs to be absent, you must complete a “request for term time absence” form (available from the office and on our school website).
9.	If you or your child have any worries about anything that’s happened in school, please bring your child into school and talk to us about it. Do not give your child a day off.
10.	90% is great in tests, but 90% (or below) for attendance is “persistent absence” (official definition) and a cause for concern.

Thank you for helping to support your child
and the school with good attendance.