

20 July 2010

Dear Parent/carer

I am pleased to be able to inform you that once again we have had an excellent year with regards to attendance and punctuality. We achieved an overall average attendance of 94.05% and a Persistent Absence figure of 3.40%, meeting our targets that were set at Attendance 93% and Persistent Absence 5%. The number of late marks recorded in the school register has decreased by almost 75% over the last two academic years. However, there is still room for improvement:

- **Punctuality.** We expect all students to be on site by 08:30 am and ready for registration at 08:40 am. If there is a genuine reason for lateness the register will be adjusted accordingly.
- **Holidays during term-time.** Parents do not have the right to remove their child from school for holidays during term-time. Each case is judged on its merits before a decision is made. We lost 2400 school days to holidays during this academic year. Let us try and reduce this during 2010/2011.
- **Medical and dental appointments.** 734 school days were lost to medical and dental appointments this year. When you book an appointment please try and ensure it is for out of school hours. We do understand that this can prove to be difficult, but please consider carefully the impact on a student's education before keeping your child off school for the whole day for a 30 minute appointment.
- **Sickness.** A total of 9389 school days were lost to illness this year. This is a figure we would really like to see reduced this year, although we do appreciate that outbreaks of various bugs and viruses does have an impact. Next year we will be looking in greater detail at students who are regularly off for sickness reasons and also inviting parents/carers in for a meeting to discuss this further. We may also ask to see evidence of this, e.g. appointment cards.
- **First day of absence.** Should your child be unable to attend school for any reason please ensure you inform school on the Student Absence Line or by emailing me at pbradburn@nunthorpe.co.uk no later than 09:00 am on each and every day of absence. All unexplained absences are automatically recorded as unauthorised if 2 weeks pass without any explanation.

Please refer to the school website to see our Attendance Policy and Procedures.

If you have any queries regarding attendance please do not hesitate to contact me at school or via pbradburn@nunthorpe.co.uk.

Yours Sincerely

Peter Bradburn
Attendance Officer

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