

Church Drive Primary School "Together we Belong, Believe and Achieve"

Port Sunlight, Wirral, Merseyside CH62 5EF



Headteacher: Mrs J Jones Website: www.churchdriveprimary.co.uk Telephone: 0151 645 5527 schooloffice@churchdrive.wirral.sch.uk

Monday, 15th April 2024

Dear Parents/Carers

Attendance reminder

Please can we remind all families that our gates are open between 8:40 and 8:50 for the children to arrive at school. We have several families that are continually late bringing their child(ren) to school, this causes disruption to the start of the day for the whole class and can cause feelings of embarrassment for your child. If a child is five minutes late each day, they will lose 16 hours and 15 minutes learning time over the year.

Can we also please remind you that School is able to administer Paracetamol (Calpol) or Ibuprofen in school. If your child has a cold or other minor illness, please send them into school, drop off the medicine with the School Office and we can monitor their illness and inform you if they need to be sent home.

The attached has been reproduced from the Department for Education's 'Working together to improve attendance' guide and sets out national expectations for schools regarding attendance.

Please contact Michelle Foddy, school Attendance Lead, if you have any queries about attendance.

Yours sincerely

Mrs J Jones Headteacher















Happy and Safe Respecting Ready to Achieve

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EXPECT

Aspire to high standards of attendance from all pupils and parents and build a culture where all can, and want to, be in school and ready to learn by prioritising attendance improvement across the school.



MONITOR

Rigorously use attendance data to identify patterns of poor attendance (at individual and cohort level) as soon as possible so all parties can work together to resolve them before they become entrenched.



LISTEN AND UNDERSTAND

When a pattern is spotted, discuss with pupils and parents to listen to understand barriers to attendance and agree how all partners can work together to resolve them.



FACILITATE SUPPORT

Remove barriers in school and help pupils and parents to access the support they need to overcome the barriers outside of school. This might include an early help or whole family plan where absence is a symptom of wider issues.



FORMALISE SUPPORT

Where absence persists and voluntary support is not working or not being engaged with, partners should work together to explain the consequences clearly and ensure support is also in place to enable families to respond. Depending on the circumstances this may include formalising support through a parenting contract or education supervision order.



ENFORCE

Where all other avenues have been exhausted and support is not working or not being engaged with, enforce attendance through statutory intervention or prosecution to protect the pupil's right to an education.















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