



St. John's CE Primary School

Growing and learning together
Sharing the love of God

Headteacher: **Amanda Aze**
Chair of Local Advisory Board: **Vivien Sloan**

Coombe Avenue, Weymouth, Dorset, DT4 7TP
Email: office@stjohnswey.dsat.org.uk
Website: www.stjohns.dsat.org.uk
Tel: 01305 785711

Dear Parents and Carers,

Information for parents and carers on the importance of attendance and the attendance process.

St John's Primary School is committed to ensuring our pupils achieve the best possible outcomes and good school attendance is key to achieving this aim. We will work hard to provide a safe and welcoming environment for your child and we will monitor attendance closely. Good school attendance improves your child's chances of success in life. There is clear evidence of the link between good attendance at school and high levels of achievement.

Celebrating good attendance fairly

At St John's we like to celebrate attendance. As a compassionate and caring school, we recognise that children sometimes get poorly and, on those days, of course, it is entirely appropriate that they stay at home to be looked after by a parent/carer. Some children may have hospital medical appointments, for ongoing medical issues, which cannot be avoided. With these things in mind we try to be as inclusive as possible and award children who have an attendance percentage between 96-100% every half term! This means that all children start back each half term with 100% attendance, giving them as much opportunity to be included in our awards scheme as possible.

Booking emergency appointments

The best way to help your child achieve great attendance is to book non-emergency appointments outside of the school day and any holidays outside of term time. With us working together, we will improve the standards that our children achieve and provide them with better chances for life.

Getting to school on time

Punctuality is also important: lateness disrupts learning for all of the children. If your child arrives at school after the register is taken at 8.45am, they will be registered as 'late'. Any child arriving after 9.15am will receive a 'late after the register closes' mark and this reflects on their attendance figures. If your child is often late, we will contact you to discuss this.

Missing too much school

If your child has an attendance level of 90%, they will have missed one day a fortnight in school. Over a school year this will represent four weeks of absence. If this level of absence were maintained for a five-year period it would mean half a school year would have been missed.

Working together

We would really appreciate your help in ensuring that your child has good school attendance. If there is a concern, we will write to you and talk with you so that we can work together to identify any barriers that may be preventing your child from attending school and ensure support is put in place. We may also contact the Inclusion Team at Dorset Council for advice and support or other organisations that may be able to help. It is hoped that this will be successful in improving attendance. Where support has failed to address attendance issues, we will contact you again to invite you to a meeting, where we can identify the reasons why attendance has not improved and change or adjust the intervention where appropriate.

Finally, we wish your child every success this year and look forward to working with you.

Yours sincerely,

Amanda Aze, Headteacher



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Academy Trust
'Beyond expectations for all of God's children'