



Executive Head Teacher: Andrew Smith B.Ed (Hons), M.Sc, NPQH
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Learning Together for Life

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ATTENDANCE TRAFFIC LIGHT LETTER

May 2022

Dear Parent

Each half term we send out attendance letters to inform parents how well their child is attending school.

Please note that if your child has been off for any authorised COVID19 related reason (self-isolation, close contact isolation or awaiting a COVID test) the attendance print will show that the child was in school not away from school. This is a DFE guideline so pupils are not penalised for non-attendance due to the pandemic.

You will see the traffic light that your child achieved on the sheet that your child will bring home. The key below tells you that this means:

Gold Attendance (Above 97%)	Green Secure Attendance (Between 95-96.9%)	Orange Less than Secure Attendance (90-94%)	Persistent Absence (Less than 90%)
Outstanding attendance. Very well done!	Excellent attendance. Keep up the good work!	Attendance that falls below secure. Children at this level will be monitored on a termly basis to ensure they don't become persistently absent.	This is a level classed as persistently absent which is known to have a detrimental impact on learning. Children at this level are monitored on a regular basis and services like Educational Welfare may become involved. We appreciate that there are many reasons why your child's attendance may be low including authorised absence and illness, however we have a duty to ensure attendance is as high as possible for each individual.

Please don't hesitate to contact me if you have any queries regarding attendance.

Yours sincerely

Andrew Smith

Executive Headteacher

Our Key Values: Caring, Honesty, Commitment to Achieve, Fairness, Co-operation, Respect



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