



# Farington Moss St. Paul's C.E. Primary School

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April 2024

Dear Parents and Carers,

Pupil attendance at Farington Moss, St Paul's School is of paramount importance. Our school target this year continues to be 97% as a minimum, however all pupils should strive to achieve 100%.

At the time of writing this letter, our whole school attendance is 96.4%. We currently have 10 pupils who are deemed as 'persistently absent', which means an attendance of 90% or less. 90% attendance is the equivalent of a pupil missing 1 full day every day for two weeks, which equates to 19 full days absent over the course of an academic year.

In order to assess our progress in meeting our minimum target of 97%, we will continue to monitor the attendance of all pupils at least once a week. We appreciate that some absences are due to illness and others may be reasons authorised by the school.

If we feel that your child's attendance is a concern, Mrs Jackson will telephone you in the first instance to discuss this and a letter will also be sent to you at this stage. We will continue to monitor attendance and if there is no improvement, we will request a meeting with you.

There continues to be a national drive to improve school attendance. The most recent documentation is for yourselves as parents/carers and relates to 'Penalty Notices' – please refer to the document titled '**Important Update- Changes to Education-related Penalty Notices Information for Parents**'. Please bear this document in mind, especially if you are planning on taking your child/ren out of school to go on holiday in term time, as this will come into force from when we return in September 2024. The calendar for the next academic year – 2024-2025, is available on the school's website and informs you of when each term time is.

#### **Can I take my child on holiday during term time?**

Parents/Carers should plan their holidays around school breaks and avoid requesting leaves of absence for holidays unless it is unavoidable. As leave of absence is only granted in exceptional circumstances, it is unlikely that your leave of absence for a family holiday will be authorised.

If permission is refused and you keep your child off school on the days requested, you are likely to be committing an offence and be fixed issued a fixed penalty notice.

All Parents/Carers can request a 'leave of absence' letter for their child. Leaves of absence must be applied for before your child/ren will be absent and will only be granted in exceptional circumstances. As headteacher, I have the final say over whether to approve your request. This decision will be after considering the specific facts and circumstances behind your request.

Please support your child in regards to his/her achievements, wellbeing and wider development by ensuring your child is in school and you are fulfilling your legal responsibility.

Kind Regards

Mr. J. Eccleston.