



St John Vianney Catholic Primary School

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Mrs A D Thorpe
Head Teacher

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Through following Jesus, we aim to be a caring, happy school, where everyone is valued and appreciated and can reach their true potential. We hope to act justly, love tenderly, and walk humbly with our God.

READY, RESPECTFUL, SAFE

30th November 2023

Dear Parents/carers,

[Attendance Issues](#)

Pupil attendance is becoming a concern for school. This includes holidays during term time, regular and persistent time of as sick days, regular days off because children may not want to come in and regularly dropping off late and/or picking up early.

The blue link above takes you straight through to the Local Authority Advice about attendance. Schools are now being supported by the LA to challenge attendance and where necessary forward details on non-attenders, or persistently late through to the attendance officer who can then refer families to the LA for a fine.

It is essential that pupils are in school by **8:45am** every day. Any disruption to this start time means pupils miss learning, become upset as they have missed the start of the lesson and are confused and also feel embarrassed when all the pupils turn around to look as they walk into the classroom. As such we are re-emphasising the start and finish times of every school day. The green metal gate and the wooden EYFS gate will both now be closed every morning at **8:45am** and all late comers will have to come into school via the office, where a 'Late Mark' will be entered onto their register. This will start from **Monday 4th December 2023**.

| Year Group | Start Time | End Time |
|------------------|-------------------------------|-------------------------------|
| Nursery Rainbows | 8:45am | 3:00pm (11:05am Wednesday) |
| Nursery Sunshine | 8:45am (12:45pm Wednesday) | 3:00pm |
| Reception | 8:45am | 3:15pm |
| Year 1 | 8:45am | 3:15pm |
| Year 2 | 8:45am | 3:20pm |
| Year 3 | 8:45am | 3:20pm |
| Year 4 | 8:45am | 3:25pm |



| | | |
|--------|--------|--------|
| Year 5 | 8:45am | 3:25pm |
| Year 6 | 8:45am | 3:30pm |

Please can you also make sure that you arrange for your child to be collected on-time every night, sadly it is the same children who seem to be collected late each day and they are often crying and upset about why they have been left when their friends have already been collected. Staff are often booked in to attend after school meetings, training and have other responsibilities to complete, and unfortunately these are being disrupted by pupils waiting for late parents to collect. Please note on the table above what time your child should be collected.

Moving forward, Jan Gurkin (Clennell Attendance Officer) will be contacting parents of children who are persistently late to try to work with you to ensure that the number of late arrivals reduce. She will also start contacting parents of pupils who are regularly collected early, for the same reason. School has a legal duty, as instructed by the Department of Education, to challenge to families to improve attendance. I would like to encourage you to work with Jan to help you improve your child's low attendance, patterns in absence, regular or prolonged holidays or attendance issues.

Did you know?

90% attendance sounds good but means that your child misses on average:

- One half day every week.
- Nearly four weeks every school year.
- Over one school year in a school career.

2 weeks holiday in term time every year with no other absences means that your child:

- Can only ever achieve 95% attendance
- Will miss about two terms in a school career

Being just 5 minutes late every day adds up to missing about 3 days of school every year, so 20mins late every day adds up to 12 days of school missed every year.

Wherever possible, we want to work with families and encourage all of our pupils to be in school, on time every day. Please be assured that if you are having problems with attendance, if you contact school, support can be given.

Kind regards,

A D Thorpe

Mrs A D Thorpe
Head teacher