



Park Hill



Attendance Newsletter

Welcome to our first edition of Park Hill's attendance newsletter. We have high expectations regarding attendance and punctuality and are proud of our overall attendance figures of **97%!** To maintain this, and to offer support, we thought a termly newsletter would assist in promoting the importance of your child maintaining above **95%** attendance.



Remember the doors open at **8.45** and will be closed at **8:55**.

Children are expected to be in their classrooms for registration at **9am**.

Children arriving after this time will be marked as present but given a late code. (L).



**HURRY!
HURRY!
HURRY!**

Phoning to report an absence

Although we strive for good attendance for all children, we understand that everyone can be ill. If your child is too unwell to come to school, then please phone the school on **024 76466669**

Please phone before **9am** the first morning your child is absent. Leave a message on the school answering system **stating your child's full name, the name of their teacher and the reason for their absence.**



At the end of the school day

Picking your child up on time at the end of the day is just as important as getting them to school on time.

Please remember school finishes at **3:30**. If on any occasion you may be late picking your children up, please ring the school office.



Attendance Rewards

All of the children who have 100% attendance in any one term will receive an excellence certificate for attendance, plus a small reward.

All children with 100% attendance across the whole school year will be recognised with a certificate and will also be entered into a prize draw!



Family holidays and term time leave

Parents/carers should not remove their child from school during term time without having first requested a leave of absence in writing from the Headteacher.

All requests for authorised absence will be responded to in writing and will only be authorised in the most extreme circumstances.

If permission is not granted, but the child is still absent, the absence is classed as unauthorised and parents/carers may be issued with a penalty notice.

Parents/carers should ensure that family holidays are not taken in term time.



Why is good attendance and punctuality important?

Education lays the vital foundations of a child's life. Regular and punctual attendance at school is key to both academic and social development, which in turn will improve the life chances of children and young people.

Facts:

- 90% attendance = ½ school day missed every week!
- One school year at 90% attendance = 4 weeks of learning missed!
- Over 5 school years of school = ½ school year missed!
- All children and young people nationally whose school attendance is 90% or below are considered to be persistent absentees.

If you wish to discuss any questions about attendance please contact our Pastoral Team:
Mrs Claire Barrett or Mrs Sam Adams
02476 466669

Pupil Premium Funding... are you eligible?

At Park Hill Primary School, we aim to use Pupil Premium funding to support the children's education and to provide opportunities and experiences to help them flourish.

Children may be eligible for free school meals – and accordingly Pupil Premium – if any of the following benefits are received:

- * Income support.
- * Income-based jobseekers' allowance.
- * Income-related employment and support allowance.
- * Support under Part IV of the Immigration and Asylum Act 1999.
- * The guaranteed element of state pension credit.
- * Child tax credit, provided that you are not also entitled to working tax credit and have an annual gross income of £16,190 or less.
- * Universal credit.

Pupil Premium funding is also provided for those with a parent in the armed forces.

As you may be aware, all children in KS1 and Reception are provided with a free school meal, but may still be eligible for Pupil Premium funding. However, the children transitioning to KS2 are no longer entitled to this unless the Pupil Premium Grant is claimed. If you feel your child may be eligible, or if you have had a change of circumstance, please apply using the following website: <http://coventry.gov.uk/freeschoolmeals>