



22 September 2032

Dear Parents/Carers

RE: Lateness and Signing In/Out

I can now update that IT issues around the use of InVentry have now been rectified and the Signing In & Out system is now correctly working.

Therefore, from **Monday 25th September**, if a child is late into class (after 8.55am) parents/carers **must** escort their child to the front office in order to sign in/register their child on the InVentry System.

Please note: The office will no longer be registering children who are late and, children will be marked as unauthorised absence unless signed in by a parent/carer.

WHY IS ATTENDANCE AND PUNCTUALITY SO IMPORTANT?

Attendance and punctuality can have a serious effect on children's outcomes, as well as their mental health and wellbeing. Children who miss school frequently can fall behind with their work and do less well academically and in future life. Learning is achieved over a sequence of lessons, with skills and knowledge being progressively built over time. By missing school, children miss vital information which results in gaps in their understanding. This affects their foundations for learning, as well as their confidence and wellbeing, resulting in learning barriers which can then impact on future learning.

- ❖ A child who achieves **95% attendance** over a school year will miss the equivalent of 10 school days overall. This equates to 20 sessions (AM/PM) and approximately **50 learning sessions** overall.
- ❖ A child who achieves **90% attendance** over a school year will miss the equivalent of 19 school days overall. This equates to 38 sessions (AM/PM) and approximately **114 learning sessions** overall.
- ❖ A child who achieves **85% attendance** over a school year will miss the equivalent of 29 school days (this is a half-term). This equates to 58 sessions (AM/PM) and approximately **145 learning sessions** overall

It is also important that children arrive at school on time. If a child arrives late to school every day, their learning begins to suffer and they are often unsettled, miss connection with their peers and are unprepared for the school day. Being frequently late adds up to lost learning:

- ❖ **5 minutes late** every day adds up to **over 3 days** lost learning a year.
- ❖ **15 minutes late** every day is the same as being absent for **2 weeks** per year.
- ❖ **30 minutes late** every day is the same as being absent for **19 days** a year – this is **114 lessons lost** through being late and equals **90% attendance**.

As a school, we are committed to promoting an ethos which fosters moral and social responsibility, asking parents/carers to support children to regularly attend school, and on time, in order to show they are 'Ready' to learn by being in school every day, 'Respectful' by being on time and avoiding disruption to class learning and 'Safe' by recognising the importance of attendance & punctuality on wellbeing and future life chances. In line with government guidance, our new Attendance & Punctuality Policy has been updated and will be shared once approved by Governors.

Yours Sincerely

Mrs M McGettigan
Headteacher



Artsmark
Silver Award
Awarded by Arts
Council England

