

**Attendance Newsletter Term 4 2021/22**  
**ASPIRE ATTENDANCE LEADER – MRS MASTERS**  
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**Next update will be at the end of Term 4**

**Every Minute Counts!**



If your child is late they are missing out.

If your child is regularly late it will affect their learning at school.

**Give your child the best start to the school day by arriving at 8.45 am.**

**What can parents do to ensure children have good attendance?**

- Create good routines for mornings at home so that your child can arrive punctually and ensure they are properly equipped with the right uniform, PE kit, school bag, books etc.
- Read all school communications
- Attend parents' evenings
- Encourage and show interest; discuss their day with them.
- Check your child understands their homework and that it has been completed.
- Contact us if your child is worried about something, causing reluctance to come to school
- Set realistic boundaries and sanctions
- Let the school know the reason(s) for any absence and a likely return date, on the first day of the absence and update the school daily.
- Make medical/dental appointments out of school time, whenever possible.
- Do not take holidays during term time.

**Why is attendance important?**

Lots of people think that missing the odd day at school here and there can't do much harm. But even taking a short amount of time can be a problem. Your child might fall behind in their work and not be able to catch up. If there are gaps in their knowledge they will suffer when school assessment time comes around. There could be other problems too; children who miss school are missing out on the social side of things which affects their ability to make and keep friends and it can dent their confidence to attempt new work and work alongside others.

**What is classed as unauthorised absence?**

The register close across the Aspire federation 20 minutes after the gate opens. A child arriving after this time is classed as having an unauthorised absence. Arriving after the gate has closed but before the register closes is classed as late. Both of these are reported to the attendance service.