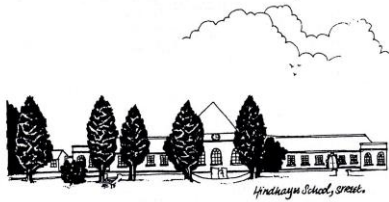


Hindhayes Infant School

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E-mail: office@hindhayes.somerset.sch.uk

Web: www.hindhayes.co.uk

Headteacher: Mrs Kate Nester

29 October 2022

Date printed

Parent address

Parent name

School Attendance Concerns Stage 1

Child's Name

DOB

I am writing to you in relation to XX attendance, which is currently XX per cent. They have been absent for XX authorised sessions, and XX unauthorised sessions.

Absence from school impacts significantly on children's academic progress and wellbeing. The wellbeing and progress of our pupils is our priority, and we know that absence from school is often a sign that additional support may be needed.

I would like to invite you to contact Mrs. Davey, who supports with the monitoring of school attendance, as soon as possible to discuss how we can work together to maximise XX attendance and ensure any support needed is put in place. We look forward to hearing from you soon.

Above 97%	Less than 6 days absence a year excellent attendance! These pupils will almost certainly get the best grades they can, leading to better prospects for the future. Pupils will also get into a habit of attending school regularly.
95-96%	Between 7 - 9 days absence a year. These pupils are likely to achieve good grades and form a habit of attending school regularly. However, improvement is needed to make sure this happens.
91-94%:	Between 11- and 17-days absence a year These pupils are at risk of missing a significant amount of learning. If your child's attendance falls into this category: <ul style="list-style-type: none">• you may be invited to a meeting with a member of the leadership team to determine if there are any issues preventing your child from attending school regularly• we may write to you again to request medical evidence to authorise any future absences
Less than 90%:	At least 19 days absence a year. The Government classes pupils in this group as ' Persistent Absentees. ' Parents of pupils in this group may be referred to the Educational Welfare Officer, and/or may receive a Penalty Notice or legal action taken by the Local Authority.

Kind regards

Mrs Kate Nester
Headteacher