

Holy Trinity CE Primary School

Attendance Newsletter



Holy Trinity
Church of England
Primary School
'Growing Tomorrow's Leaders'

Term 1 Attendance Newsletter ✉ postbox@holytrinitydartford.co.uk ☎ 01322 224474

Welcome back to a brand-new school year!

Autumn Term



This year, we will be continuing with our attendance letters. I want to use this opportunity to remind you that any absence in the Autumn term will cause a significant impact to your child's attendance because fewer days have been available, so if for example, your child had one day off in the first five days, their attendance will already be at 80% because they've missed 1/5 of school. Therefore, it is worth noting that your child's attendance figure may surprise you initially, but please use these letters as a reminder of how many days are missed and that where possible, children need to be in school and on time.

Mild Illness



With the above in mind and with the weather changing, illnesses and germs may be picked up, but please remember, children with mild illness will often be well enough to still attend school - for example if they have a cough, or cold. The NHS guidance [Is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk) is designed to support parents in their decision making about mild illness.

If you are still unsure you can call the office and seek advice. The general rule is if your child vomits or has diarrhoea, they need to be off school for 48 hours. I appreciate for many this can be frustrating, but this is the guidance we follow.

If a child has a headache or a tummy ache, they can still come to school. If you administer Calpol (or an equivalent) then this may be all they need to help alleviate symptoms, so they can come to school. Often, once children arrive and become distracted by their learning, they tend to perk up.

Term-time holidays:

It is important to raise that term-time holidays continue to be an issue for the school and some people have yet to return from their summer holidays. Please be aware, Headteachers are not able to grant leave of absence for holidays taken in term time, unless there are exceptional circumstances. Please see Page 9 of the Attendance Policy for more information on this: <https://www.holytrinityprimarydartford.co.uk/policies/>

If the absence is not authorised and the holiday is taken anyway, this year we will be referring cases to the Inclusion and Attendance Service, who are likely to issue a Penalty Notice to each parent for each child taken out of school.

Celebration:



We would like to celebrate that 9 out of 14 classes in our school had an attendance figure of the required 95% or higher last week. This is a great start to our new term!

General reminders



If your child is going to be absent, please ensure you have contacted the school before 8.45am. If we do not hear from you, we will treat the absence as unauthorised and be in touch to explore the reason for absence.



Please inform Miss Jones, in advance, of any medical appointments and bring in appointment cards/letters. Where possible, appointments should be made outside of the school day.

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(SCHOOL)=
MISSING
OUT!