



# ATTENDANCE & PUNCTUALITY

## INFORMATION

Wednesday 19th  
December 2018

**EVERY  
SCHOOL DAY  
COUNTS**

Dear Kenmont families, we continue to focus on attendance and punctuality and are writing to remind you that we expect children's attendance to be a minimum of 96% (however aiming for 100%) - this is in line with government expectations. There is a direct link between attendance and achievement and therefore it is very important that your child attends school on time, every day, unless there are exceptional circumstances.

### 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.

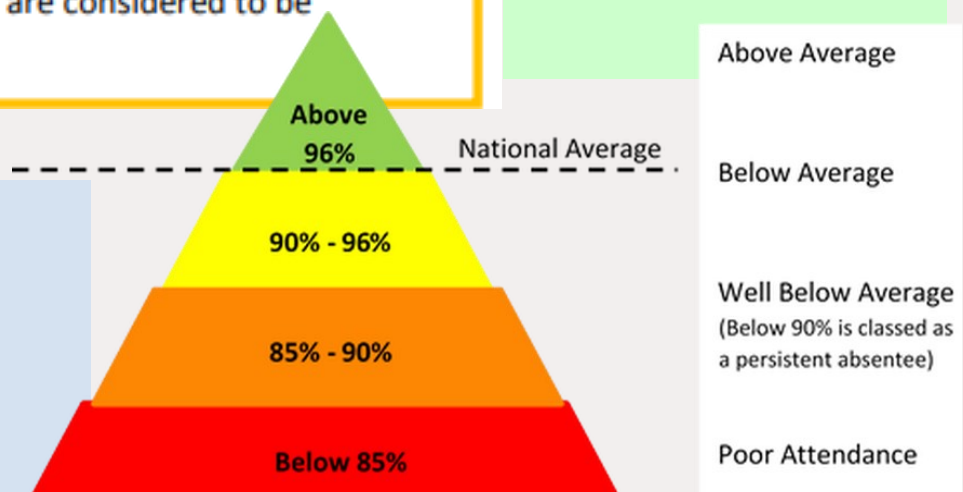
### What does 90% attendance mean?

- **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.

### Attendance and punctuality weekly celebration

Every Friday, in the whole school assembly, attendance and punctuality class winners are celebrated. In addition to this, one child is also chosen who has been in school all week and they receive a prize.

**Illness before a school holiday**  
If your child is absent due to illness directly before a holiday, you will need to bring in medical proof. Without this proof the absence will be unauthorised.





# ATTENDANCE AND Punctuality

## Punctuality Matters too!

**Missed minutes = missed learning =  
missed opportunities!**

**If you CANNOT  
be on Time,**



**Then  
Be EARLY**

**ARRIVING 15 MINUTES  
LATE EVERY DAY  
IS THE SAME AS  
BEING ABSENT  
FOR 2 WEEKS  
PER YEAR!**

Lateness can severely affect achievement. Being punctual ensures children can begin learning on time and other children's learning isn't affected by late comers.

The school gates open at 8.45am, this is the time that we recommend children arrive to school. Registration takes place at **9.00am in the classroom**. Pupils arriving to the classroom after this time will be marked as late.

If your child comes through the gate at 9am then they are late.

## Illness

If your child is absent due to illness for three days or more, then medical evidence needs to be provided. However if your child's attendance is below 90% then evidence must be provided for any days off.

If evidence is not provided the absence will be unauthorised and further action may be taken.

## Family holidays and term time leave

Parents should ensure that family holidays and any leave are arranged outside of the school term (during the 14 weeks holiday). Parents should not remove their child from school during term time without having first requested a leave of absence in writing to the Headteacher. Requests 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 may be issued with a penalty notice.

**Kenmont Primary School**  
**Spring term dates for your diary 2019**



**January**

**7<sup>th</sup> Monday Children return to school**, swimming for Y3 begins, every Monday  
**7<sup>th</sup>-11<sup>th</sup>** Y6 Into University, all week  
**10<sup>th</sup> Thursday** Dance lessons begin for YN-4  
**29<sup>th</sup> Tuesday** Y2 visiting the Museum of London

**February**

**4<sup>th</sup> Monday** Parent-teacher meetings 3.30-7.00pm  
**6<sup>th</sup> Wednesday** Parent-teacher meetings 3.30-5.00pm  
**14<sup>th</sup> Thursday** PTA spring event- Valentine's Disco 3.30-5pm

**Half term Monday 18<sup>th</sup> to Friday 22<sup>nd</sup> February 2019**

**25<sup>th</sup> Monday** Y6 Urbanwise trip

**March**

**29<sup>th</sup> March** 3.30 Music performance

**April**

**Thursday 4<sup>th</sup> April** 3.30-5pm PTA Mad Hatters Tea Party

**Easter Holidays Monday 8<sup>th</sup> April to Monday 22<sup>nd</sup> April**  
**School begins Wednesday 24<sup>th</sup> April 2019.**  
***(Tuesday 23<sup>rd</sup> April is a teacher training day)***

**There are other events and trips that we will be organising but that have not yet been confirmed. These dates are subject to change and we will do our best to keep you updated about any changes. Please continue to read our newsletters and look at the school website to keep up to date.**