

HOW CAN SCHOOL HELP?

We check our registers both daily and weekly so we can identify where support may be required to our families.

We ensure we keep in regular close contact with our families to ensure they feel supported in helping to improve their child(s) attendance.

Those pupils who improve their attendance are **praised for their efforts.**

We invite parents of children who fail to improve their attendance into school to meet with Mrs Grant or Mrs Cunningham to **discuss concerns** and to look at ways in which we can improve the situation. Support from The Attendance and Placement Team is also available and we work closely with them.

We clearly recognise that children may be genuinely ill or that there may be issues affecting attendance. This system has, therefore, been introduced to **support parents and pupils** by helping to resolve issues to try to prevent legal action from being taken.

HOW PARENTS CAN HELP?

- **Talk to your child.** Take an interest in their learning.
- **Make sure your child goes to school and arrives on time**
- **ALL holidays are unauthorised during term time.** Holidays count as absence.
- Arrange non-urgent medical and dental appointments for after school. If the appointment has to be in school hours then the **pupil should not have a full day off to attend the appointment.**
- Contact the school immediately if you have any doubts or concerns.
- Make sure your child understands that you do not approve of him or her missing school.

DID YOU KNOW.....

90% attendance = **1/2 day missed** each week!!

(Would your boss like you to be off work this much?)

1 school year at 90% attendance = **4 whole weeks of lessons MISSED!!**

The greater the attendance the greater the achievement!

Collingwood Primary School
Attendance **HOT** Line

0191 605 3378

Please leave a message each day of your

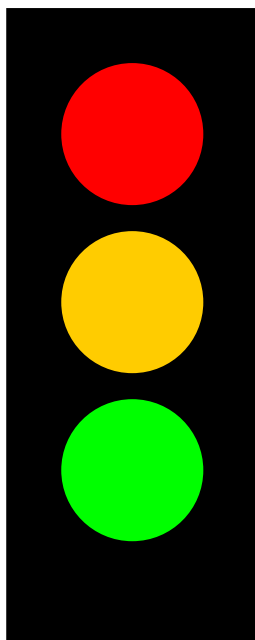
child's absence telling us:

1. Your child's name
2. Their class or teacher name
3. Why they are absent
4. When you expect them to return



COLLINGWOOD PRIMARY SCHOOL

TRAFFIC LIGHT SYSTEM



What Zone is your

IMPORTANT
Attendance Information
For Parents

TRAFFIC LIGHT SYSTEM

RED - PERSISTENT ABSENCE

All students whose attendance falls **below 90%** will be included in this category. This means that legal action may be taken

AMBER - IN NEED OF IMPROVEMENT

All pupils whose attendance is **between 90% - 95.99%** will be included in the Amber category. Clear evidence shows that pupils with this level of attendance are at risk from under achieving. Attendance monitoring will begin to attempt to prevent legal action.

GREEN ZONE - EXPECTED ATTENDANCE

All students whose attendance is **above 96%** are part of the Green Zone which recognises good to excellent attendance.

It's Cool To Learn At School!

HOW CAN PARENTS HELP?

1. Make sure your child **goes to school** and **arrives on time**.
2. **Avoid** taking holidays in school time.
3. Know **routines** of the school **day** to avoid issues, e.g. have they got their PE kit?
4. Help your child get everything ready for the night before e.g. uniform, reading book.
5. Establish a good bed time routine, so your child can sleep well, get enough sleep and make mornings less of a struggle.
6. **Talk** regularly with your child about school and how they feel about it. Children are more likely to want to attend and learn if they feel supported and have their anxieties **listened** to.
7. **Arrange** for a friend to take your child to school if a sibling is sick...it's not fair to prevent a **well** child from **learning**.
8. **PRAISE AND REWARD GOOD ATTENDANCE:** even small successes e.g. getting ready quickly, even if resisting going to school.
9. Set an **alarm clock** - rushing is unsettling.