



Stanley Road Primary School
Stanley Road
Worcester
Worcestershire
WR5 1BD

Email: stanleyroad.office@perryhallmat.co.uk
Web: www.stanleyroad.worcs.sch.uk

Headteacher
Mrs L.Adams (B.Ed.Hons, NPQH)

Chief Executive Officer
Mrs A. Cheema OBE

Part of Perry Hall Multi-Academy Trust
Company Number: 08566185



Tel: **01905 355043**

4th September 2024

Welcome to the 2024-2025 academic year.

As always, Stanley Road Primary will strive to ensure your child receives the help and support they need to ensure a successful year. In order for this to happen it is important for you to play your part by maintaining good communication between school and home and I would like therefore to remind you of the following:

- Please update school of any changes with regards to an address, contact number or names of contacts.
- Any medication or changes to medication.
- Any dietary requirements the school is unaware of *including allergies*.
- Any newly diagnosed conditions.

Attendance Bulletin

- Please provide evidence of illness when at all possible so that we might be able to authorise absence.
- Whenever possible; please book medical appointments outside school hours. If your child has ongoing medical needs speak to school so that we can support your child.
- Please ensure that your child is punctual.
- Please ensure your child attends each day. The school attendance target is 96% which equates to your child having no more than 10 days absence in an academic year.
- It is a legal responsibility where a parent has registered a child in school that they attend school each day that the school is open, except in a small number of allowable circumstances. Failing to attend school on a regular basis will be considered a safeguarding matter.
- If your child is absent, you are expected to contact the school each morning. If school cannot get hold of a parent or emergency contact, a home visit may be undertaken. School will not continue to authorise absence if attendance is unsatisfactory and will seek medical evidence. If this is not provided, school is not obliged to authorise and we may consult with the Local authority regarding further statutory action.
- Any child who has 10% absence (90% attendance and below) is classified as being *persistently absent*. School and other statutory services will become involved. This could be a home visit, invitation to a meeting and a School Attendance Support Plan, or Early Help.
- We understand that there may be barriers to attendance. Please inform a member of school staff if you are experiencing issues that may impact upon your ability to ensure regular school attendance. We will do our best to support you.





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- Please remember that taking holidays in term time will affect your child's schooling as much as any other absence. ***There is no automatic entitlement in law to time off in school time to go on holiday.*** Leave of absence shall not be granted unless the parents can prove '***exceptional circumstances***'. All applications must be made in writing at least **5 school days** prior to the requested leave date. We wish to take this opportunity to draw your attention to the changes with regards to Fixed Penalty's **from September 2024**

£80 fines and Improvement Notices:

Absence fines charged to parents will **rise from £60 to £80 (per parent per child), or £160 if not paid within 21 days.** From Autumn term 2024, **only two fines can be issued to the same parent for the same child within a three-year rolling period.** Any notice thereafter will **automatically be charged at £160.**

Parents will also receive "**improvement notices**", where they are informed that this is their last opportunity to engage with education and improve their child's attendance before a fine is issued.

National fine thresholds

From September, schools will **have to consider a fine if a pupil misses 10 sessions** (half days) of unauthorised absence in a rolling period of **10 school weeks.** The threshold can be met with "any combination of unauthorised absence". For example, four sessions in term time plus six instances of arriving late.

- (Please see our Attendance Policy for details or ask at the school office). There have been occasions where parents have taken holiday without notifying school and said that their child is absent due to illness. We politely request that parents are honest with school as misinformation can cause a large amount of time wasted, undertaking calls, home visits and even referrals to the *child missing in education* team. Can we draw your attention to the fact that school **will** make referrals to the Local authority with regards to unauthorised absence and unauthorised holidays in term time.

Personal Growth & Experience:

It is also important to consider that the benefits of school are so much more than the purely academic. Regular attendance helps to instil good habits and behaviour while promoting the development of a positive attitude towards school. Regular attendance helps a child to form social relationships and build friendship groups while providing an opportunity for inclusion. This is especially important for those children who may be in our Nursery & Reception class, and therefore not necessarily of statutory school age. Our informative school years often provide us with experiences that can stay with us through life and add to our childhood memories. In this fast-paced world in which primary years fly by and childhoods are all too fleeting, help us to give them the time and the opportunity to simply be... children.





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We are grateful for the support we receive from parents and good attendance will ensure that your child can reach his/her full potential. To achieve this, your child needs to attend school every day.

Attendance during one typical school year (190 days)	equals this number of days absent	which is approximately this many weeks absent	which means this number of lessons missed (6 per day)
95%	10 days	2 weeks	60 lessons
90%	19 days	4 weeks	Over 100 lessons
80%	38 days	8 weeks	Over 220 lessons
70%	57 days	11.5 weeks	Over 300 lessons

Please be respectful of other parents and pupils and remember that lateness affects every child in the class. The school day begins at 8.45am.

Thank you in advance for your support.

Mrs L Adams
Head Teacher

