

Dear parent/carers

At Nottingham Academy Primary we aim for every child to reach their full potential. To achieve this, we are aiming for every child to achieve at least 97% attendance. Statistics show a direct link between higher achievement and good attendance. The impact on a child's education through lost learning is huge so we urge parents/carers to ensure that your child is in school every day on time.

It is considered that attendance of 90% or below is a persistent absence. Students with attendance falling below 90% will be closely monitored. Failing to improve on 90% can lead to a meeting with the attendance officer and a referral to the local authority.

At Nottingham Academy Primary we aim:

- To monitor every pupil's attendance every 2 weeks.
- Give pupils their current attendance every term.
- Issue Persistent absentee letters to parents where a pupil falls below 90%.
- If attendance does not improve parents will be sent an invite to a meeting in school to discuss any issues/concerns.
- Work with the local authority on different cases to avoid prosecution.
- We will not authorise any holidays in term time and parents may be subject to a fine issued by the local authority.
- Weekly attendance certificates for the best performing classes in each year group.

There are things you can do to improve your child's attendance and avoid falling into the persistent absentee category:

- If your child is unwell, try giving them medicine before they leave for school if a child needs any medicine during the day this can be left at reception.
- Family emergencies also need careful consideration. It is not always appropriate or in the best interests of the child to miss school for emergencies which are being dealt with by an adult family member.
- Avoid medical appointments during school hours if this unavoidable ensure your child attends school either before or after the appointment and send evidence of the Appointment to the attendance mobile.

If you are worried about your child/children's attendance and require further support, please contact the school's attendance team.

A reminder that if a child is genuinely unable to attend school, you will need to ring the school's attendance team on 01157483385 Option 1 or by Text/WhatsApp 07736194791 this must be done by 9.30am and you can leave a message on both numbers please be clear on your child's name/class and the reason for the absence Ill or unwell are not reasons for absence failure to inform us will result in an unauthorised absence mark.

Yours Faithfully

R Hayes

Mrs R Hayes  
Nottingham Academy Primary Attendance Officer

***The Nottingham Academy is part of the Greenwood Dale Foundation Trust group of Academies***