

Reddal Hill Primary School

Trinity Street
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West Midlands
B64 6HT

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Website: www.reddalhillprimary.com

Headteacher: Mrs. A Bashir-Pugh



Developing Together for Tomorrow's World

Monday 23rd September

Dear Parents / Carers,

As you know good attendance and punctuality will ensure that your child can reach his/her full potential. To achieve this, your child needs to attend school every day.

The school gates open at **8:30am** and will close when school begins at: **8:40am**. Any child who arrives after this time will need to report to this office and their attendance will be marked as late.

Please remember, frequent absence / lateness can add up to a considerable amount of lost learning and can seriously disadvantage your child in adult life. It is our duty, as a school, to monitor the punctuality of ALL pupils and parents will be contacted if their child's lateness depletes.

How does your child compare?

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

Kind regards,

Mrs A Bashir – Pugh
Headteacher

Mrs H Rogers
Assistant Head Teacher (KSI, Reading and Behaviour, including attendance)



GLEE: 'Growing – Learning – Enjoying – Excellence'

Late for School Registration – Is your child missing out?

We appreciate that from time to time everyone is late due to unforeseen circumstances, however if you regularly arrive late to school may I remind you of the following:

- Arriving late into class or assembly can be extremely embarrassing for the child.
- Essential learning time and instructions for the lesson may have been missed.
- It is stressful for both parent and child and is not a good start to the day.
- Absence and lateness affect pupils' ability to participate and benefit fully from the curriculum.
- Lateness affects every child in the class! Children who arrive late disrupt the routine of the classroom and work/progress of the others.
- Poor attendance and punctuality may result in a child finding it difficult to settle, to become involved and to form social relationships.
- Regular attendance and punctuality help to instil good habits and promote the development of a positive attitude towards school.
- If your child arrives late after the register closes the absence is marked as a 'U'. This is unauthorised absence. If they are regularly late after registration the matter we will be in contact to discuss how we can support with the poor punctuality.

Parent/carers are responsible for making sure their child/ren attend regularly and on time. What could you change to prevent lateness?

We want your child to achieve their full potential. If there are ongoing issues impacting on your child's attendance, please talk to a member of staff to arrange a meeting with our Attendance Support Officer.

5 minutes late every day = 3 days lost a year 10 minutes late every day = 6 days lost a year 15 minutes late every day = 10 days lost a year 30 minutes late every day = 19 days lost a year
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