



ANGRAM BANK PRIMARY SCHOOL

Kinsey Road, High Green, Sheffield, S35 4HN
Telephone: 0114 2848553/Fax: 0114 2846894

Headteacher: Mrs Andrea Carr

Where learning, fun and friendship meet

October 2021

Dear Parent/Carer

Working in partnership with Attendance and Inclusion Officers from the Local Authority, we would like to share again with you our school attendance table. Our attendance target for this school year is 96.1%. This means that your child's attendance should remain at 96.1% or above. Please see the table below which shows how attendance is monitored in school.

96.1 + %	93 - 96%	90 - 93%	Under 90%
Your child has a very good chance of success at school.	Your child has less chance of success at school and you may be called into a meeting.	Attendance will be monitored closely on a weekly basis. You may be sent a letter from school to inform you that all absence will be unauthorised unless medical evidence is provided.	Your child is now a persistent absentee. You could be invited to a school attendance panel meeting with school and an attendance specialist from MAST. Referrals may be made to the Local Authority and you are at risk of prosecution.

Celebrations and rewards for classes with good attendance will continue and the theme for this year is 'Classopoly'. School also run a variety of termly attendance and punctuality incentives, where all pupils with either 100% attendance and/or punctuality will be invited to the Learning Lodge for a mini treat such as hot chocolate, popcorn or ice cream. Please see over for our next incentive.

Alongside attendance, punctuality is also crucial to your child's education. If your child is brought late to school, you will be required to bring them to the school office to complete the late book to provide a reason for their lateness. The same rule applies if you are late to collect your child, please go to the office, as times and reasons will be recorded.

Children should arrive at school for 8.50am to enable them to be in class and ready to learn for 9.00am. Doors will close at this time.

Please remember:

- Children are expected to be educated for 190 days each school year, leaving 175 days for taking holidays.
- When able, please make appointments out of school time. If appointments have to be made during school hours, please make them as late in the afternoon as possible so that your child doesn't miss out on their education.
- Home visits may be carried out if your child is absent and you have not made contact with school, or we suspect your child is on holiday.
- Pupils with irregular attendance may be referred to the Local Authority.

If your child is absent for any reason you need to contact school as soon as possible on the first morning. Failure to do so will result in a phone call from school and your child's absence may not be authorised.

Please help us to give your child the best start by being at school and on time every day.

Yours sincerely

Andrea Carr
Headteacher