

## **School Attendance Matters: A Parent's Guide**

Attendance is essential to allow a child to fulfil their potential.

### HOW PARENTS CAN HELP –

Establish a good routine in the mornings and evenings so your child is prepared for the school day ahead.

Make sure your child goes to school regularly and follows the school rules.

Ensure your child arrives at school on time – not late.

Arrange dental and medical appointments outside school hours when possible.

Always inform the school if your child is absent due to illness – this should be followed up with a written note when your child returns to school.

Take truancy seriously – if your child is not attending school as you expect they may be putting themselves at risk – Who are they with? What are they doing?

Take family holidays outside term time.

Talk to your child about school and take an interest in their school work (including homework).

Attend parent evenings and school events.

Praise and reward your child's achievements at school.

Always support school staff in their efforts to control difficult or challenging behaviour.

Discuss any problems or difficulties with the school – staff are there to help and will be supportive.

**From 8<sup>th</sup> January 2017 we ask that if you need to take your child out of school for an appointment you come into reception and sign the leave book.** This is a common practice in primary schools. We are concerned that opportunities for learning are being missed by pupils through absenteeism for part of the day. In addition, we are concerned that some pupils' self-esteem and social opportunities are being challenged through late arrival at the school on a regular basis.