



all different
all equal

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Dear Parent/Carer

IMPORTANT INFORMATION FOR ALL PARENT/CARERS

Attached is a leaflet stressing the importance of attendance at Temple Primary School.

Temple Primary School has been working hard to improve the attendance of all pupils. It is widely recognised that the educational outcomes of children and young people can be significantly impacted upon by periods of absence. Therefore we want to encourage parents to ensure that their child attends school every day. We do appreciate the fact that a number of pupils have excellent attendance and this should be commended.

At Temple Primary School we fully appreciate that there may be occasions when a pupil's attendance may be affected due to exceptional circumstances. In these cases support and advice will always be available from the school. All pupils' attendance is closely monitored by the school and only the head teacher can authorise any absence. At Temple we aspire for every child to achieve at least 96% attendance.

Parents must not make medical appointments in term time, unless it is a hospital appointment. Evidence of the appointment should be shown to the office and class teacher. Other appointments where children are expected to attend must be discussed with the head or deputy headteacher. We would also request parents/carers provide school with medical evidence when absence is related to illness, ie. a copy of prescriptions or medical/appointment cards.

Sessions not attended does impact on the children's attainment and are recorded unauthorised in the register. Please be aware the local authority monitor unauthorised absences and where appropriate will issue penalty notices or consider prosecution in the magistrates court.

Please support us in improving attendance, which will ensure that all pupils in school have the opportunity to reach their full potential and improve outcomes for their future.

Yours sincerely

J Nish
Headteacher.

