



Our Attendance Strategy

Our aim is that every child maintains a good level of attendance as this is important in ensuring that children are able to maximise their opportunities and realise their true potential.

We understand there are times when children are unwell or infectious and cannot come to school. If your child is unwell and cannot attend school, you must let us know each day on **01642 318510**. Please keep the school informed; let us know as soon as possible, by telephoning the school office/leaving a message **before 08:55am**.

If you do not inform us, a member of the team will send a message via School Gateway to find out the reason for the absence. If we do not receive a response to the message, a member of the team may call you to establish the reason. If we are unable to contact you following these attempts, we may feel that it is necessary to visit your home.

Our team monitor attendance and punctuality very closely.

The EWO (a service bought from Redcar and Cleveland Council) will get involved with children and families who are identified as a concern. Details of this service can be found below.

Redcar and Cleveland Attendance and Welfare Service

Attendance & Welfare Service
Redcar & Cleveland House
Kirkleatham Street
Redcar
Yorkshire
TS10 1RT

Tel: (01642) 837738

How can you help?

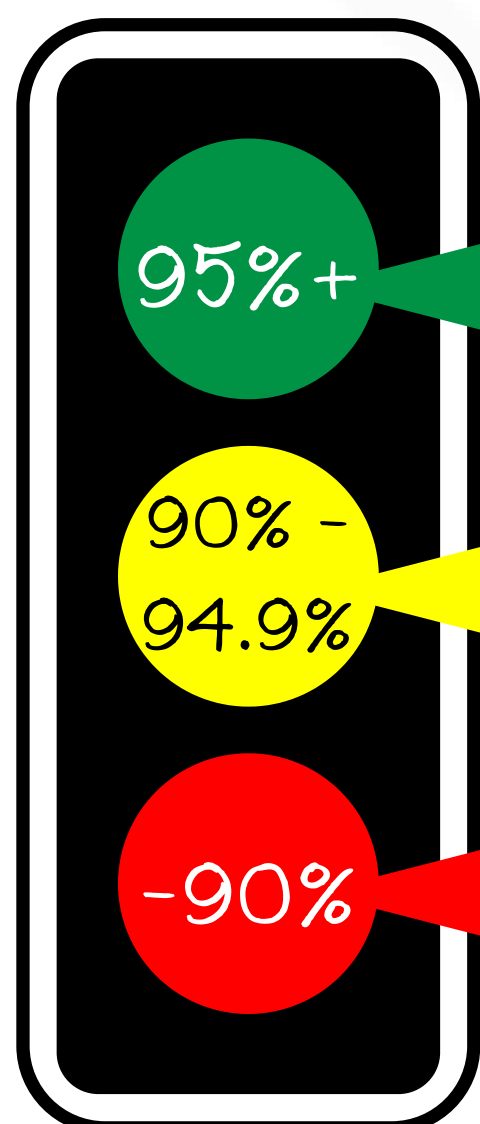
- Keep us in the loop around any illnesses or ongoing medical needs
- Make any appointments outside of the school day.
- Do not take children out of school for holidays during term time.

For your information

- Doors close at 8.45am. If your child arrives after this time, please enter through the main entrance where they will be recorded as late. We monitor punctuality and will address concerns over persistent late-comers.
- Registration closes at 8.50am. If your child arrives after this time, they will be recorded as absent.

Here are some other pointers:

- If in doubt, send your child in. Please update contact numbers when necessary.
- If at all possible, avoid medical appointments during the school day. If unavoidable, please send in evidence of the appointment for our records. If you do need to remove your child from class, please keep this to as short a period as possible and let us know beforehand.
- In line with Authority policy, we **do not authorise any holidays during term time**, except where there are truly exceptional circumstances. Please fill in a 'Leave of Absence' form to inform us of any plans.
- With sickness and diarrhoea, your child must be kept at home for **48 hours** after their last bout.



Great attendance, keep it up!

Cause for concern

Serious concern

Improvement, support and action needed. Regular monitoring from school and EWO.

Immediate Improvement and action needed. Close monitoring from school and possible EWO referral.