Whitsun Term: Attendance Matters

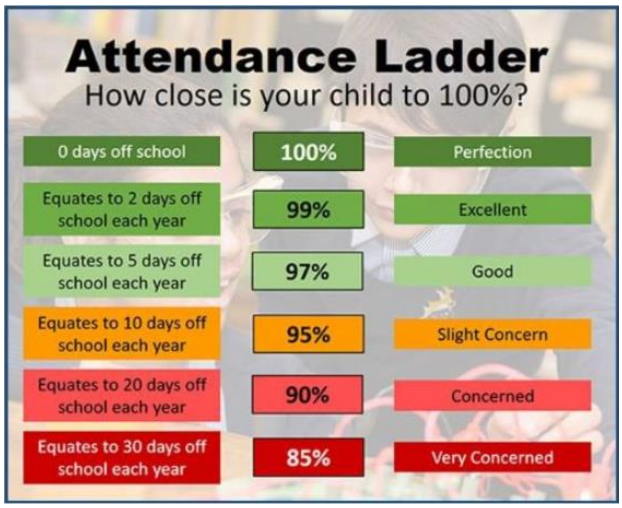
At The Free School Norwich, we are committed to helping every child achieve their full potential. One of the most important factors in a child's success is regular school attendance. Children who attend school regularly are more likely to succeed academically, build friendships and feel confident in their learning.

Why attendance is so important

Every day at school counts:

- Builds strong learning habits and routines
- Supports friendships and emotional wellbeing
- Prevents gaps in learning
- Helps children feel confident and secure

Even one day off every two weeks can add up to significant lost learning time across the year.



Our shared aim

We aim for all pupils to achieve **at least 96% attendance or above** so they can:

- Feel part of the school community
- Build confidence
- Achieve their very best

Holidays during term time

We understand how important family time is, however:

- Holidays during term time cannot be authorised except in exceptional circumstances
- You may receive a Fixed Penalty Notice
- Children often find it difficult to catch up after missed learning

Please plan holidays during school holiday periods only. Children should not be picked up early from school in order to go on holiday.

When should I keep my child at home?

Children should only be kept off school if they are too unwell to attend or could pass on an infection.

Children CAN come to school with:

- Mild coughs or colds
- Runny nose
- Sore throat (without a temperature)
- Mild headaches
- General tiredness

Keep your child at home if they have:

- A high temperature / fever
- Vomiting or diarrhoea (48 hours after symptoms stop)
- A contagious illness in the early stages
- Significant illness requiring rest

If your child is able to take part in learning, they should attend school. If you need further information about whether your child should attend school with a minor illness please refer to the following link: https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/

Reporting absence

- Please contact the school **on the first day of absence.**
- Update us if your child remains unwell.
- Medical evidence may be requested for longer or persistent absences.

Tips for improving attendance habits

Supporting good attendance starts at home. Here are some simple ways to help:

Establish strong routines:

- Set a consistent bedtime so your child gets enough sleep.
- Prepare school bags and uniform the night before.
- Have a calm and predictable morning routine.

Be on time every day:

- Aim to arrive before the school day starts.
- Being late can be unsettling and means missed learning.
- Allow extra time for busy mornings or travel.

Talk positively about school:

- Encourage your child to enjoy school by talking about their day.
- Praise effort, friendships and achievements.
- Show that attendance is important.

Build good habits early:

- Avoid taking days off for minor reasons.
- Help your child understand that attendance matters.
- Make attending school part of everyday expectations.

Communicate with school:

- Talk to us early if your child is feeling worried or reluctant.
- Let us know about any difficulties affecting attendance.
- We are here to help and support you.

Plan ahead:

- Book medical appointments outside school hours where possible.
- Organise family events and holidays during school breaks.
- Keep a calendar of school dates, use the calendar on the school website and read weekly updates sent out on a Friday.

Working together

We understand that some families face challenges with attendance. If you need support:

- Please speak to us as soon as possible
- We can work together to find solutions

Thank you for your continued support in prioritising your child's education.

Kind regards,
Darren

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