



ATTENDANCE NEWSLETTER

AUTUMN TERM 1

As always, thank you to our families for continuing to work with us to ensure that all children have the best possible attendance.

Appointments

We kindly ask for your support in ensuring that pupil learning time is protected. Please arrange medical and other appointments outside of the school day—either after school or during the school holidays. We understand that some appointments are unavoidable, but frequent absences during lessons can disrupt your child's progress and the rhythm of the school day. By scheduling outside of school hours, you help us maintain continuity and give your child the best chance to thrive.

Honesty and Integrity

Being open and honest about your child's absences—including holidays—is key to building trust and supporting their learning. Clear communication helps us keep accurate records, plan for missed work, and offer the right emotional support when they return. Our Inclusive Attendance ethos means every child is warmly welcomed back and checked in with, but this can only happen when we understand the reason for their time away.

PUNCTUALITY REMINDER

8:00

Breakfast Club



8:45

Doors open and school day begins

8:55

Gates close. Pupils are now late and must be signed in at the office by an adult with a valid reason given.

Although children are not classed as late until 8:55am, they are missing the start of the school day which includes feedback on the previous day's learning, wellbeing check in, basic skills such as handwriting lessons.

Absences in Autumn 1

Days of learning lost to:

Holidays: 87.5

Illness: 228

Other unauthorised: 163

Medical appointments: 22.5

Lates: 237

Lates after registration has closed: 40

#miss school #miss out

REMINDER ABOUT ABSENCE PROCEDURES

- Please inform the school office before 8:30 am if your child will be absent from school
- You may be asked to supply medical evidence such as medication or appointment letters
- Please arrange appointments outside of school hours where possible
- If you have not contacted school, a member of school staff will contact you to find out the reason for absence
- We may also contact you at the end of the school day to enquire about your child and discuss their return to school the following day
- If no contact is made Miss Bradshaw and / or Mrs Sellers may conduct a home visit

SUPPORT FROM SCHOOL

Where possible school will offer support to you and your child around attendance difficulties. This is through our multi tiered approach to support.

PHONE CALLS FROM SCHOOL

Class teachers, Mrs Sellers and Miss Bradshaw may call you or request a meeting with you to talk about your child's attendance and any difficulties you or your child may be facing. These are supportive and we encourage our families to engage with us in this way so that your child can have the best possible attendance.

This term activities include:

Gymnastics every Monday for Year 1, 2, 5 and 6
Year 4 trip to Chester
Year 6 Road safety
Reception / Year 1 Balance ability
Aspirations week / Year 6 apprentice stalls
Year 1 and Year 2 Stay and Pray
Carols and Christmas lights switch on (school hall)
Reception trip to Calderstones Story Barn
Year 6 Class Mass
Year 4 Class Mass
Nursery and Reception Stay and Pray
Christmas movie nights (tickets only)
Playleader training
Choir singing at Halewood library
Choir singing at Liverpool airport
Art / DT week
KS1 Nativity
Year 1 – Year 6 Panto

#MISS SCHOOL MISS OUT

CONTACT INFO



Phone: 0151 288 8910

Email:
stmarks@knowsley.gov.uk