

St. Bernadette's Catholic Primary School

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Dear Parent/Carer,

Here at St. Bernadette's Catholic Primary School, our goal is to ensure that every one of our children reaches its educational and social potential. In order to achieve this, it is vital that children attend school every day, on time, properly equipped, ready and willing to learn.

In pursuit of our goal, we use a 'traffic light system' of attendance reporting which we believe is the most effective way of letting you know how well your child is attending and if there is a cause for concern.

An explanation of the colour coding is given in the table below:

Category	Attendance	Explanation
RED	90% or less	- Your child's attendance is a concern. - You may be contacted to discuss actions to improve attendance. - The Local Authority Attendance Service may become involved if absences persist. - Your child may have a medical condition that school are aware of.
AMBER	91-96%	- Your child's attendance is a slight concern, you may wish to discuss your child's attendance with school. - You should take steps to reduce any further absences which could put your child into the red category.
GREEN	97%	- Well done! Your child's attendance is good. We aim for all pupils' attendance to fall into this category. - Your child should be making good progress.
PLATINUM	100%	This is fantastic! Your child hasn't missed a day of school and has received a certificate of congratulations. Keep it up. Could you make it 100% for the full year?

As I am sure you are aware, regular school attendance is important for your child to get the best opportunities from the education system. An absence from school not only affects your child's education, it also makes it more difficult for them to catch up with missed work and can also have an impact on their social life in school.

Growing Together in Faith, Love & Learning

It is school's responsibility to provide the best education possible. However, we can only do this if your child attends school regularly.

Our school's aim is for every child to be in school at least 97% of the time to ensure they make good progress in their education. The school recognises that attendance may be affected by illness, however if school has any concerns about your child's absence then we will contact you to discuss any problems.

Yours Faithfully,

A handwritten signature in grey ink that reads "H Crowder". The letters are cursive and slightly slanted to the right.

Mrs Helen Crowder

Headteacher