

# Sissinghurst Primary School Attendance Newsletter

## Autumn 2025



Dear Parents and Carers,

Welcome to a brand-new school year! As we begin the 2025/26 academic year, we want to thank you for your support in helping your child attend school regularly and on time. Every day in school matters — not only for learning but also for building friendships, confidence, and long-term success.

### Why Attendance Matters

Regular attendance is a team effort, and together we can ensure every child thrives. Here's why being in school every day makes such a difference:

- **Academic Success** – Children don't miss vital lessons or fall behind.
- **Friendships & Social Skills** – Being present helps children build strong relationships.
- **Confidence & Belonging** – Daily routines help children feel part of our school community.
- **Good Habits for Life** – Attending regularly builds resilience, discipline, and future success.

**Did you know? Missing just one day every two weeks adds up to nearly four weeks of lost learning in a year.**

### Supporting Your Child's Attendance: Top Tips for Parents

- **Mild illness?** Send them in. Children often feel better once they're in routine and with friends.
- **Anxiety is normal.** We understand children may feel worried, but staying at home can make this worse. Please talk to us so we can support.
- **Talk to us early.** Whether it's illness, worries, or family challenges — the sooner we know, the more we can help.
- **Backup plan.** Arrange alternatives for school runs if usual transport isn't available.
- **Plan appointments wisely.** Try to book outside school hours. If unavoidable, bring your child before/after and show appointment proof.
- **Routine matters.** Set consistent morning and bedtime routines to avoid lateness.

### What We'll Do as a School

- Monitor attendance and contact families if concerns arise.
- Offer support if absence patterns develop.
- Arrange meetings or welfare visits if needed.
- Work in partnership with you to remove barriers to attendance.



### Persistent and Severe Absence

- *Persistent absence = missing 10%+ of school (about one day every two weeks).*
- *Severe absence = missing 50%+ of school.*

### If attendance becomes a concern, we will:

1. Contact you to understand challenges and offer support.
2. Put in place wellbeing sessions, mentoring, or referrals if needed.
3. Where required, create an Attendance Contract – a written plan with clear expectations and support strategies.

**If Attendance Contracts are not followed, further steps may include written warnings, referrals, or legal action.**

### Leave of Absence – Important Update

- Term-time leave will not be authorised unless there are exceptional circumstances.
- Holidays during term time will not be authorised, even for financial reasons.
- Parents risk a fine from the Local Authority if a child misses 10+ sessions (5 days).
- Fines are £80 (if paid within 21 days) or £160 (if paid within 28 days).
- Each parent can receive up to two fines in a three-year period; after that, further legal action may be considered.
- In extreme cases, prosecution could lead to fines up to £2,500.

### What to Do When...

- **Medical appointment at 10:45am?** Bring your child in before and after. Please show proof of the appointment.
- **Child says they feel unwell but has no symptoms?** Bring them in and let us know. We'll call if they need collecting.
- **Sickness bug?** Keep your child off for 48 hours from the last episode to prevent spreading.

## Let's Work Together

This year, let's give every child the strongest start by being in school, on time, every day. Together, we can make sure every child at Sissinghurst enjoys a confident, happy, and successful school year.

*"Children with good attendance are more likely to achieve strong results, access further education, and build fulfilling futures. Attendance isn't just about today — it shapes tomorrow."*

