



Snaith Primary School  
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Dear Parents/Carers,

### Attendance

We are always striving to help children reach their maximum potential in school but we do need your help as parents and carers to ensure that they are in school every day.

A child who gains 90% attendance sounds like they have good attendance but it actually means that they are missing the equivalent of:

- Half a day of school missed **every week**
- 4 weeks of school missed a **year** or
- 1 whole year over the child's **school life**

So 90% is not as good as it sounds!

This obviously has an impact on a child's learning and development over time.

If your child is ill, please contact school every morning of their absence. If your child is feeling "under the weather" we are happy to administer prescribed medication, Calpol Melts or sachets (not bottles) when required. Medicines must be signed in at the school office (not sent in your child's bag). If your child is off for longer than 5 days, you will be asked to provide medical evidence.

If your child needs time off for a medical appointment, where possible please try to arrange these outside of school hours. Absences for other reasons will only be authorised where parents can show exceptional circumstances exist (please ask the office if you are unsure what these are).

We are very happy to support any parents and children who may be having a problem with their attendance, so please do keep us informed of any issues you may have.

Let's try for as many children with 100% attendance this year as possible! Special Certificates and book tokens will be presented to children who have 100% attendance at the end of the school year.

Yours sincerely,  
Mrs Helen Calpin  
Headteacher

