

St Wilfrid's Catholic Academy

Queen's Avenue
Tunstall
ST6 6EE
Telephone: 01782 235676
Email: office@stwilfridsnewman.co.uk



Principal: Mr. N. Glover

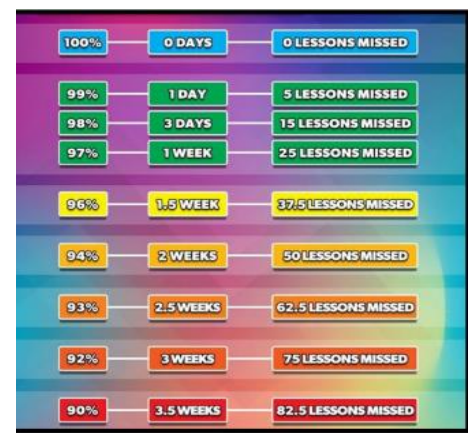
Moments matter, attendance counts

Welcome to the second edition of St Wilfrid's Attendance Newsletter.

As part of our commitment to providing children with the best possible education, experiences and outcomes we regularly monitor children's attendance. Excellent attendance is essential for children to get the most out of their school experience, including their attainment, well-being and sets a good example for secondary school.

Research shows that excellent school attendance will support children's learning and progress. It is for this reason that we want all of our students to aim for 100% attendance at school. We understand that children can become ill at times and so expect 97% as a minimum target.

We are here to support you and your child in achieving the best attendance possible. We will contact you if we have concerns about your child's attendance but please do contact office@stwilfridsnewman.co.uk if you have concerns.



LEAVE OF ABSENCE (HOLIDAY)

As you know, we are unable to authorise any Leave of Absence during term time except in extremely exceptional circumstances.

- If your child will be absent for a holiday, you must fill in a Leave of Absence form before you go so that we know where your child is
- A referral will be made to the Education Welfare Service for a Penalty Warning **if the total number of days of Leave of Absence in an academic year is 6 or more**. Multiple Leave of Absence requests are added together.
- If a child is absent due to illness immediately before or after their Leave of Absence, **these days will be included in the Leave of Absence** unless you provide us with medical evidence of their illness or proof of the dates of the holiday
- You can find the term dates for the next 2 school years here:

<https://www.stwilfridsnewman.co.uk/page/?title=Term+Dates&pid=36>

Please check before you book!

Absence reporting

You can report an absence by either:

- Call the school office - 01782 235676 option 1
- Email - absence@stwilfridsnewman.co.uk

Before 9.30am, please give a reason for the absence including symptoms if ill.

There are two registration sessions in a school day so if your child feels better, you can send them in later in the day – every lesson counts.

Is your child too ill for school?

Check the NHS guidance here:

[Is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk)



Attendance Rewards



A trip to West Midlands Safari Park has been organised for all children who have 100% attendance for the whole of this academic year 2023/24. The trip is to celebrate a child's attendance in school. The trip will take place on Tuesday 16th July 2024. The trip is a reward for children who have been in school every day!

The attendance board is updated every Friday for class attendance. The information is posted on Facebook. Parents of the children in the top three classes receive an email with a thank you from the principal. The class with the highest attendance for the week wins a trophy that has been made by the children, this is given out on a Friday afternoon in achievement assembly.



Celebrating Punctuality

We have recently introduced a new punctuality initiative in school to encourage all of our families to recognise the importance of being on time every day.

- Each class has the word St Wilfrid displayed on an external door or window of their classroom (black letters).
- For each day that a child's class has 0 late marks recorded on their class register, they will receive a letter from the word St Wilfrid (colourful letters).
- When the class receives all 9 letters of the word St Wilfrid, they will receive a monetary class voucher and decide as a class how they wish to spend it.

Thank you to our parent/carers for supporting the new incentives that we have implemented so far.

Currently nine classes have completed nine letters and have their first voucher to spend.