

# Fulwood & Cadley Primary School



## Working Together to Improve School Attendance

*Headteacher:  
Mrs France*

We hope that this leaflet is useful in explaining our schools approach to improving school attendance.

**Please visit our website on:**  
<https://www.fulwoodandcadleyprimaryschool.com/attendance/>

**For lots of useful NHS and DFE information as well as key school documents and our own attendance data.**

If you have any queries about the contents of this leaflet, or if you are concerned about your child's attendance please contact school.

We want to see all the pupils of our school achieve their full potential, and regular attendance is vital in achieving this.

Thank you for your support in this area.

## Fulwood & Cadley

Cadley Causeway,  
Fulwood,  
Preston  
PR2 3QT

Phone: 01772 717087

E-mail:

[head@fulwoodcadley.lancs.sch.uk](mailto:head@fulwoodcadley.lancs.sch.uk)  
[amcgown@fulwoodcadley.lancs.sch.uk](mailto:amcgown@fulwoodcadley.lancs.sch.uk)

Gemma our Chd & Family Support Worker  
[gmills@fulwoodcadley.lancs.sch.uk](mailto:gmills@fulwoodcadley.lancs.sch.uk)  
Mobile: 07547 104272

## Rewarding good attendance

### Punctuality

We celebrate good punctuality every term with a chance to win 2 cinema tickets and a large popcorn. Every child has their card stamped in the morning if they are in school on time. If they have at least 4 full weeks of good attendance they will go into the prize draw.

**Improved attendance** is rewarded with a secret postcard home.

### 100% Attendance

Children receive a postcard home for half termly 100% attendance, termly 100% attendance will be celebrated with a certificate in assembly and a chance to go into the end of year prize draw to win a bike and helmet.

### Star of the Week Assembly

The best class for both punctuality and attendance is celebrated each week, taking Geoff our cuddly friend and the trophy back to class. Best class at the end of the term gets an extra break time.



## Improving School Attendance

At Fulwood & Cadley, we expect children to attend school every day, as long as they are

fit and healthy enough to do so aiming for attendance to be 96% and above.

We feel that the most important way to promote good attendance is to ensure that both pupils and parents have a positive relationship with school. If you are experiencing issues with attendance support is available.

Research shows that pupils who attend school regularly are more likely to do well in the future. Regular attendance helps children to develop their confidence, attain well across the

curriculum and maintain lasting friendships.



## What is 'good' attendance?

Anything less than 100% attendance means that your child is missing out on their education.

For example, 90% attendance is the same as missing half a day each week, or one whole month a year off school.

Punctuality is also very important. School starts at 8:50am each morning, but our doors open at 8:40am.

Did you know, that being just 15 minutes late each morning means your child would miss the equivalent of 10 days from school each year.



## If your child is absent

If you know your child is going to be absent from school, you should:

- Where possible, ring school at the earliest opportunity to let them know.
- Send an email to [amcgown@fulwoodcadley.lancs.sch.uk](mailto:amcgown@fulwoodcadley.lancs.sch.uk) explaining the reason for the absence (in advance if possible—for example if your child has a doctors appointment)

School will contact parents if they are in any doubt as to the whereabouts of a child, if school has had no contact after 3 days a home visit will be carried out.



## Leave in term time

Leave in term time is not a 'right'. Absence from school can have a serious impact on your child's education.

All requests for leave in term time **must be made in advance of confirming any arrangements** and may be granted at the Headteacher's discretion dependant on the circumstances.

Changes to the Regulations mean that schools can **only** authorise leave in term time if the circumstances surrounding the request are considered to be **exceptional**. Holidays **will not** be authorised and will incur a penalty notice if over 5 days.

## Persistent Absence:

If the attendance of a pupil is below 91%, contact will be made with parents, if absence persists then a meeting with the Headteacher will be

arranged to see how this can be improved. Support will be offered to both parents and pupils as required. If concerns remain, school may have to consider a referral to external agencies and implement an attendance contract. Poor attendance falls into the category of educational neglect and is the parents responsibility.

The use of Penalty Notices will be considered if absence rates persist and parents do not engage in support offered.

