



Dear Parents / Carers

**RE: School Attendance**

Good attendance in school is key to a successful education. Even small absences from school can have a large effect on children's education and we want to encourage 100% attendance wherever possible for all of the children at Bushfield and Wyvern.

Schools have to be actively trying to improve attendance in order to comply with legislation that makes education and attendance compulsory for children. For both Bushfield and Wyvern the overall attendance figures have declined to be below that of what is expected nationally – 96%.

To improve attendance, both schools will be working more closely with the Local Authority. This will include seeking their early involvement with families that register as persistently absent from school as well as referring term time holiday absence to them for consideration of a Fixed Penalty Notice – a fine of £60 per parent per child if paid within 21 days. If a child is regularly late for school (arriving after 8:45am), this will also have an adverse effect on their education and so this would be subject to the same Fixed Penalty Notice.

Thankfully, the vast majority of our parents will remain unaffected by this. There will always be exceptional circumstances in which term time absence occurs, and you will be informed whether we deem the absence to be authorised in line with our attendance policy.

We thank you for your ongoing support with this issue.

Kind regards

*Mr S Springett-McHugh*

Executive Headteacher

*Mr S Weston*

Associate Headteacher