

## **Punctuality and Attendance**

The staff, children and parents have worked very hard over the past few years to increase our attendance and punctuality.

### **Punctuality**

Arriving in school on time allows a calm, smooth start to the school day and it also means that lessons start on time. However, when children are late it can be embarrassing for them and it disrupts the class: this is not a good way for the children to start the day. Please note:

**The school gates open at 8.40am.**

**The doors are open from 8.40 – 9.00am.**

**After 9.00am children need to report to the School Office on**

**Herondale Road.**

### **Attendance**

This year we set a whole school target of **97% attendance**. We are pleased to say that so far this year we have achieved this target.

We monitor attendance on a daily basis. If your child is ill please telephone the school office on 0151 733-4232; there is a facility to leave a message.

If your child fails to be in school for registration you will receive a phone call from a member of staff enquiring why your child is not in school.

We work closely with the Educational Welfare Office. If your child's attendance falls below 90% their absence is classed as Persistent Absence and you will be referred to the Educational Welfare Office. This is only 15 ½ days between September and May on which attendance is calculated.

We **DO NOT** authorise any holidays or leave of absence in term time.