# Attendance Newsletter

## LATENESS

Over the last few weeks an increasing amount of children have been arriving late to school. Please be reminded our school day for Reception, Year 1 and Year 2 children begins at 8:50am. Any children arriving after 9:00am will receive a late mark on the register



## ILLNESS

If your child is too unwell to attend school please call the school office by 9:00am on each day of absence. If we do not hear from you or we cannot reach you by telephone, a home visit will be conducted.

## ABSENCE

- For every day of school missed by a child it will reduce their attendance by **0.5%**.
- **Ten whole days** of school has been missed if your child has **95% attendance.**
- **Twenty whole days** of school has been missed if your child's attendance is **90%.**
- **Thirty whole days** (that could equate to a whole half term) of school has been missed if your child's attendance is **85%**.

## CONTACT US:

If you have any attendance questions, please come to the school office or call the school on 01332 767244, option 1, and speak to our Attendance Champion.



## TERM TIME HOLIDAYS

Pear Tree Infant & Nursery school has a 'zero tolerance' policy to term time holidays. Any term time holidays will be recorded as an unauthorised absence and reported to Derby City Council who will issue a fine, please ensure a **leave of absence form** is complete at the school office before any leave is taken.