

SCHOOL ATTENDANCE
AT OAK FIELD



OAK FIELD
PRIMARY SCHOOL

WHAT HAPPENS IF YOUR CHILD IS OFF?



- If your child is not in school and we have not been told why we will send you a text at 9:30 reminding you to contact school and let us know why your child is off.
- If we do not hear back from you, we will try to contact you via the school phone (07432148732).
- If no reason is given for their absence, when your child returns a reason will need to be given.
- If your child has been off for 3 days and NO reason has been given to school or contact made, then a member of the senior leadership or family engagement teams will visit to check in and see how we can support you.
- If a reason for your child's absence HAS been given such as for sickness or illness and your child hasn't attended for 5 school days in a row a member of staff will visit to check in and offer support.

WHAT HAPPENS FOR CHILDREN WITH POOR ATTENDANCE?



- Every child's attendance is monitored daily and those with poor attendance are flagged to the senior leadership and family engagement teams. Poor attendance is below 94%.
- Parents or carers with children whose attendance is below 90% will be sent a letter informing them of concerns around their child's attendance.
- If, following a letter of concern attendance does not improve school will request a meeting with the parents or carers to discuss ongoing concerns. This meeting will look to offer support and put in place an attendance action plan to help support the child and family in improving attendance.
- If, following this meeting attendance does not improve then a referral may be made to the Vale of Glamorgan inclusion service to support with improving attendance. All parents with parental responsibility will be informed if a referral is submitted for the inclusion team to support with improving attendance.

WHY IS YOUR CHILD'S ATTENDANCE IMPORTANT?

Your child's education is SO important in providing them with the best possible start in life and helping them to become the best they can be.

Children with good attendance enjoy school more and regular attendance encourages the development of wider skills including social skills, life skills and friendships.

At Oak Field Primary School, attendance is considered a partnership between parents and the school. It is therefore the responsibility of everyone at Oak Field to monitor and support attendance and work with families to overcome problems which lead to non-attendance.



WHY IS YOUR CHILD'S ATTENDANCE IMPORTANT?

Being on time is also important, arriving late at school can be very disruptive for your child, their teacher, and the other children in the class. Parents/carers should make sure that their children arrive on time (8:55am).

Some parents may find it difficult to make sure that their child attends school regularly. If this is the case, please speak to Mrs Borge (07432148732) or your child's class teacher as soon as possible so we can help support.

Setting good attendance patterns from an early age, from nursery through primary school will also help your child later in life.

Children only get one opportunity to go through school and your child's future may be affected by not attending school regularly.

WHAT DOES ATTENDANCE LOOK LIKE IN LOST LEARNING?

Attendance during one school year:	Number of days off:	Number of weeks:
95%	9 Days	2 weeks
90%	19 Days	4 weeks
85%	29 Days	6 weeks
80%	38 Days	8 weeks
75%	48 Days	10 weeks
70%	57 Days	11.5 weeks
65%	67 Days	13.5 weeks

An average attendance of 80% across a child's primary school years adds up to missing 2 school years.

It is so important that every effort is made so that our children are attending each and every day!

WHAT DOES LATENESS LOOK LIKE IN LOST LEARNING?



Being late for school also reduces learning time – Let's make every minute count!

THANK YOU ALL FOR
SUPPORTING US TO GIVE YOUR
CHILD THE BEST LEARNING
EXPERIENCES EVERY DAY!