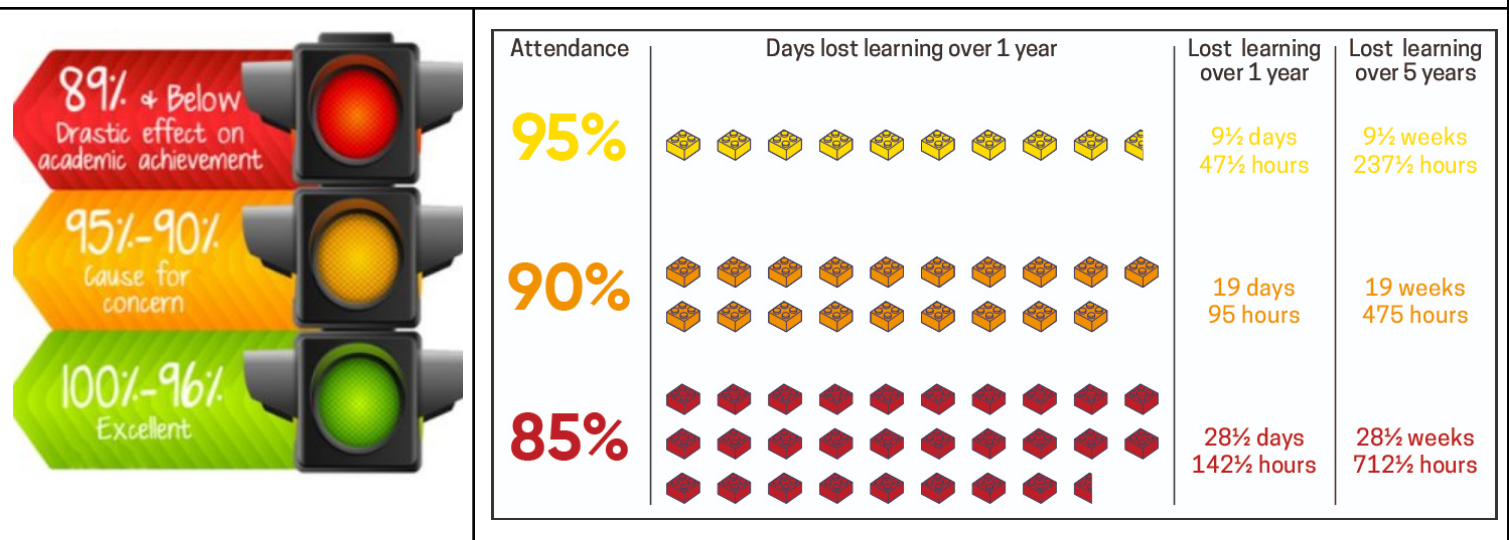


Spotlight on Attendance

At Shoreside Primary School, we strive for the highest possible standard of education for all pupils and recognise that this can only be achieved by supporting and promoting excellent attendance and punctuality. This is based on the belief that only by attending school regularly and punctually will pupils be able to take full advantage of the educational opportunities available to them. Parents and carers play a key role in ensuring primary-aged pupils attend school regularly and arrive on time. Many pupils achieve 100% attendance but there are some whose patterns of attendance cause concern.



Tracking Attendance and Punctuality

At Shoreside, each pupil's attendance and punctuality is tracked daily. Where attendance or punctuality data causes a concern, parents are informed of this by letter.

Progress & Attainment

The school's Attendance Officer (Mrs Kennedy), meet regularly with members of the Senior Leadership Team to look at attendance rates and cross reference these with pupils' current progress and attainment scores. Parents will be informed if their child is falling behind academically as a result of poor attendance or punctuality.

Are you having problems with:

- Getting your child to bed at night or out of bed in the morning?
- Finding uniform, school books or bags?
- Your child eating breakfast slowly?
- Your child not having done their homework?

	<ul style="list-style-type: none"> ● Your child watching too much TV or spending too much time on electronic gadgets? ● Your child getting anxious about school work or tests? ● Your child asking for a day off because of birthdays or other family events?
<p>Have you tried?</p>	<ul style="list-style-type: none"> ● Establishing set times and routines for bedtime? ● Asking your child to prepare their school bag and uniform the night before? ● Establishing a set time for breakfast where the family eat together? ● Having a daily homework slot? ● Limiting TV viewing or screen time on other devices to a set period each evening and morning? ● Talking about school in a positive way and speaking to your child's Class Teacher about any concerns / anxieties? ● Being firm – insist on your child coming to school on their birthday?
<p>Shoreside Primary School does not authorise term-time holidays. Whenever the need arises to take a child out of school during term time, parents must complete a Leave of Absence Request Form. The Headteacher will consider each application individually and consider whether the reason for absence constitutes exceptional circumstances. At Shoreside, exceptional circumstances are emergency or unavoidable events which relate directly to the child or immediate parents / carers i.e mother / father. In each Leave of Absence Request, the Headteacher's decision is final.</p>	
<p>Absences will be authorised if:</p>	<ul style="list-style-type: none"> ● Illness Medical or Dental appointments* (which should be made with least disruption to your child's learning and, where possible, after 3.15pm or during school holidays) ● Performing Rights eg Theatre Productions ● Examinations of dance, music or school entrance tests ● Family Bereavement ● Religious Observances

Absences will not be authorised for the following:

- Illness of a parent
- Holidays Day Trips / Long Weekends Birthday or other family celebrations
- Visits to family abroad or families working abroad
Surprise visits or trips booked without knowledge