

ATTENDANCE NEWSLETTER

THE FEDERATION OF ST JOSEPH'S JUNIOR, INFANT AND NURSERY

SCHOOL ATTENDANCE TARGET: 98%

Current Infant School attendance: 93%

Current Junior School attendance: 95%

If your child is absent from school, you must:

- Inform the school before 09:00 on the first day of absence.

To report an absence please call 020 8653 7195 or email

infantabsence@st-josephs-inf.croydon.sch.uk

juniorabsence@st-josephs-jun.croydon.sch.uk

- Give a clear reason for your child's absence.
- Bring to school evidence of medical appointments e.g., a letter/card or prescription.
- Medical evidence may be required if your child's attendance is below 92%

Class	Attendance
N	89%
RH	94%
RP	92%
1E	94%
1S	93%
2O	90%
2J	95%
3S	96%
3T	94%
4J	95%
4O	96%
5S	95%
5E	93%
6P	95%
6H	96%

If your child is absent from school, we will:

- Telephone on the first day of absence if we have not heard from you, this is because we have a duty to ensure your child's safety as well as their regular school attendance.
- Children with less than **98%** attendance will be monitored by school. If your child's attendance is below 98% you may receive a letter or be invited to a meeting
- Refer the matter to the school's Education Welfare Officer if your child's falls below 90%
- If we believe that your child is absent due to a holiday you may be issued with a penalty notice.
- Visit your home to see the child.

Absence request

Time off during term time will only be authorised in **exceptional circumstances.**

An 'Absence Request' form must be submitted before taking your child out of school. This can be obtained from the school office.

If your request for term time absence is refused and your child is still taken out of school, the absence will be recorded as unauthorised and noted on your child's attendance record.

What is your child's attendance?

Information on your child's attendance is available on the school app or by request from the school office.

How to help your child's attendance?

Strategies include:

- Creating a morning/evening routine or timetable.
- Encouraging your child to do things that help them relax.
- Talking to your child about what they enjoyed in school each day.
- Reducing disruption to learning where possible by planning appointments outside of school time.

BBC bitesize has a good clip on supporting your child's school attendance.

[How to help your child have good attendance - BBC Bitesize](#)

How long should my child stay off school if they are unwell?

The NHS gives the following advice on how long children should stay off school if they're unwell.

Vomiting or diarrhea - 48 hours after the symptoms have stopped.

Chickenpox - When all the spots have crusted over – usually five days after they first appeared.

Impetigo - 48 hours after starting prescription medication.

Scarlet fever - 24 hours after starting antibiotics.

Hand, foot, and mouth - As long as, your child is feeling unwell – there's no need to wait until the blisters heal.

Measles - At least four days after the rash develops.

Scabies - 24 hours after the first treatment.

Shingles - When the last blister has scabbed – usually 10 to 14 days after they first appear.

There's no need for your child to stay off school with these conditions, unless they're feeling unwell:

Slapped cheek

Headlice

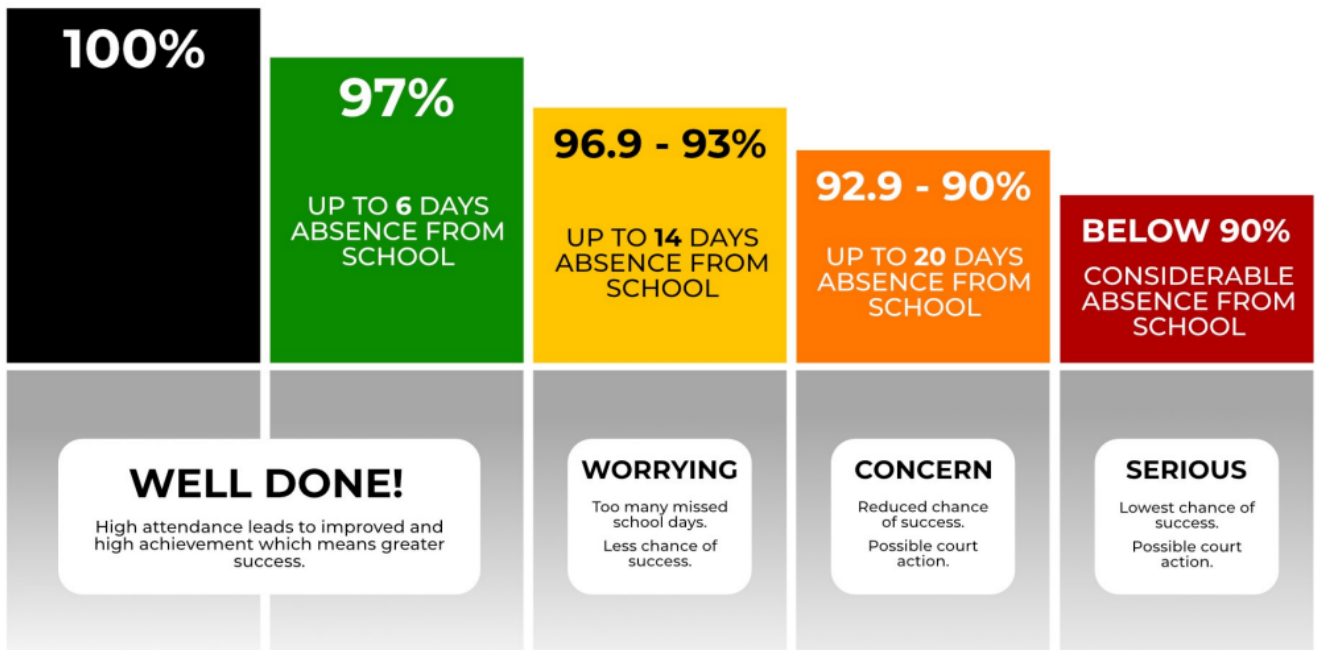
Coughs and colds

Threadworms

Ringworm

Verruca (although your child should cover them with a plaster for PE and swimming)

The diagram below shows the number of days across a school year.



Getting Your Child to School Really Matters



Did You Know... ?

In a School Year, If Your Child is Late Every Day By...	Your Child Would Have Lost Approximately...	or They Would Have Missed Approximately...
5 Minutes	3.5 Days from School	20 Lessons
10 Minutes	7 Days from School	41 Lessons
15 Minutes	10 Days from School	55 Lessons
20 Minutes	14.5 Days from School	82 Lessons
30 Minutes	22 Days from School	123 Lessons

Please Encourage Punctuality to Maintain Attendance

If you have any questions or require support with your child's attendance, please do contact the school and arrange an appointment to discuss your concerns with Mrs. Gallagher or email: deputyhead@st-josephs-jun.croydon.sch.uk