



Knowsley Lane Primary School

Attendance/Punctuality

Newsletter



Whole School Attendance for 2022/2023



Attendance remains a major focus for us at Knowsley Lane and in order to provide the best educational experience can, we need to ensure that our pupils attend school every day and on time.

Attendance Year to date

Nursery	89.2%
Rec A	86.5%
Rec B	91.1%
Year 1A	94.5%
Year 1B	93.6%
Year 2A	93.8%
Year 2B	92.0%
Year 3	89.7%
Year 3 /4	93.7%
Year 4	94.6%
Year 5	95.2%
Year 5/6	93.3%
Year 6	95.7%
Whole School	93.8%

Only 2 classes above 95%.

**Together we need to
improve!**

Attendance Awards 2022 - 2023

Half Termly

Children with 100% attendance will receive an Attendance Certificate and the chance to win a "Piper Prize" from Piper's treat box. This will be a class raffle for each class.

Termly

Children with 100% attendance for the term will receive an Attendance Certificate and a raffle ticket. The prize for the raffle will be £25 for your child to select a prize from either Argos or Smyths Toy Shop – school will order and pay for you.

End of Year

The children will get an Attendance Certificate for the whole academic year plus a 100% badge along with a raffle ticket, prizes for the raffle will be:

KS1 – Toniebox



KS2 – Smyths Toy Shop

£ 100 Voucher



Attendance Panel Meetings

We will be holding Attendance Panel Meetings on Friday 4th November and Tuesday 8th November 2022. These will be held in school with Mrs Lord, Mrs Whittle, the School Attendance Service and School Nurse, in order to provide support for parents/ carers in improving their child's/ children's attendance and punctuality.

Most Improved Attendance Award

In the Spring and Summer term, children with attendance absences over the school year, will be up for the Most Improved Attendance Award. They need to reach the target of 95% over the term to be in with a chance of winning the award. E.g. If at the end of Autumn term (December) the attendance is **85%** they need **95%** by the end of Spring term (January – March)

Illness

After 3 days of illness, we will now need to see a doctor's note for us to authorise the absences from school. If your child is ill or not feeling well for longer than 3 days, we advise you take them to your GP to get them checked out. If you have any questions regarding this, please do not hesitate to contact the school office where we will be happy to help.



Attendance

If your child is not going to be in school, for whatever reason, you should contact the school before **8.30am**.

If for any reason you are struggling to get your child to school, then please contact us and we will do whatever we can to help if possible. However, there may be times when your child is ill or has been to the doctors. If this is the case, then parents will have to prove to the school that their child had an appointment, we will mark it as an unauthorised absence until proof is obtained.

Punctuality

The doors open at 8.45am. If the doors are closed, then you must go to the main office to sign in. Registers close at 8.55am and children who arrive after this time will be marked as 'late'. Any parent who is consistently bringing their children late to school can also be at risk of a penalty notice from Knowsley Council.

Emergency Contact Information

Please ensure that your contact details are correct, in particular, changing mobile numbers and that the school is aware of any health matters, especially allergies. You can update your personal details by logging onto the Arbor platform. You can also come into the school office and change your personal details. If this information is **not** correct, staff cannot contact you to inform you of incidents that may occur during the day, such as sickness or accidents.