



Burradon Community Primary School



Learning together; growing together
At the heart of the community

Burradon Community Primary School
Burradon Road
Burradon
Cramlington
NE23 7NG
Tel: 0191 6434680

Head Teacher : Miss A L Hunter
Acting Deputy Head: Mrs C. Liddle

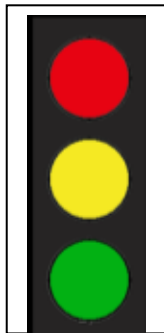
E-mail: info@burradoncommunityprimary.org.uk
Website: www.burradoncommunityprimaryschool.co.uk

Reminder about attendance and punctuality procedures

Dear Parents / Carers

Research shows that good school attendance impacts upon children's success in learning; good attendance helps them **to fulfil their potential** and gives them a **chance of a better future**. Every day that your child is absent from school is an opportunity missed. Schools and parents/carers have a **shared responsibility** to ensure that children attend school regularly.

At Burradon Community Primary School, we are committed to ensuring that every child fulfils their potential. We implement a 'Traffic Light' system across the school, which is used by the Education Welfare Service and a large number of schools in North Tyneside to promote good attendance.



Danger Zone ~ inadequate attendance ~ **90% or less = Red**

At Risk Zone ~ attendance that requires improvement ~ **between 90.1% and 95.9% = Amber**

Safety Zone ~ good attendance ~ **96% or more = Green**

At the end of each term, parents / carers of children from FS2 (Reception) to Year 6 will continue to receive their child's current attendance percentage to date and which colour zone your child's attendance is in - Green, Amber or Red.

The Government expects attendance of 96% or above. It is fantastic if your child is in the green zone (safety zone)!

If your child's attendance is in the amber zone (at risk zone), their attendance is below the standard set by the Government. As a school, we will look at ways to support you to improve your child's attendance including a period of attendance monitoring.

If your child's attendance is in the red zone (Danger Zone), your child's attendance may be referred to the Education Welfare Officer at the Local Authority. Having 90%





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attendance means that your child is absent from school on average half a day each week.

Punctuality

Alongside attendance, we are also continuing to closely monitor punctuality in school. Burradon Community Primary School starts at 8:50am every morning.

It is important that children arrive in school on time as it supports them to learn good timekeeping and also reduces classroom disruption for the other children and themselves. A child who is late by 5 minutes each day loses 3 days of education across a full school year.

In school we have a range of systems in place to recognise and reward good attendance and punctuality across the school.

May I remind parents / carers that their child's attendance percentage is calculated on all absence. This includes any authorised absences (for example absence due to illness, medical appointments) and any unauthorised absences (for example absence due to holidays or if no reason for the absence is received by the school from parents / carers this is marked as unauthorised).

If you are experiencing any difficulties with your child's attendance or punctuality or would like to discuss any aspect of this letter or the attached leaflet, please contact the school office to arrange an appointment with myself.

Many thanks for your continued support.

Yours Sincerely

Miss A.L.Hunter

Miss A.L. Hunter
Headteacher





Burradon Community Primary School



year, the class with the week will all receive a allocated house.

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highest attendance each house point for their

Please read the attached

Leaflet to see what the 'Traffic Light' system means for you and your child. It has

important information about what steps can be taken if your child is in the amber or red zone!

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Attendance Information

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2) Punctuality News

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In school we have a range of systems in place to recognise and reward good punctuality, including the chance to win a weekly punctuality prize in assembly.

May I remind parents that their child's attendance percentage is calculated on all absence. This includes any authorised absences (for example absence due to illness, medical appointments) and any unauthorised absences (for example absence due to holidays or if no reason for the absence is received by the school from parents this is marked as unauthorised).

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Miss A.L. Hunter

Headteacher

