



Burnt Tree Primary School

Hill Rd, Tividale, Oldbury, B69 2LN
Tel 0121 557 2967
'Where everyone matters'



Head Teacher Mrs. J. Bayliss

















Friday 9th February 2024

Dear Parents/Carers

ATTENDANCE NEWSLETTER SPRING 1 HALF TERM

Whole school attendance to date for this academic year is **93.8%** and is declining on a weekly basis. The National expectation is 97% by the end of the year. Please work together with us to help achieve this and therefore, ensuring every child achieves their full potential.

The table below shows each registration groups attendance for Spring 1 half term and year to date.

REGISTRATION		SPRING 1	YEAR TO DATE	REGISTRATION		SPRING 1	YEAR TO DATE
	Nursery AM	90.7%	93.4%		Nursery PM	88.4%	87.3%
	Reception Doves	89.8%	90.9%		Reception Magpies	93.1%	93.2%
	Year 1 Penguins	94.4%	93.8%		Year 1 Sparrows	96.0%	96.2%
	Year 2 Cuckoos	92.9%	93.5%		Year 2 Flamingos	88.1%	92.9%
	Year 3 Eagles	93.9%	94.7%		Year 3 Wrens	90.7%	93.7%
	Year 4 Falcons	95.5%	95.3%		Year 4 Starlings	92.9%	95.3%
	Year 5 Swans	90.7%	93.2%		Year 5 Woodpeckers	93.1%	92.9%
	Year 6 Kingfishers	95.4%	93.2%		Year 6 Ravens	95.7%	95.6%

Well done to Year 1 Sparrows class who achieved best attendance for Spring 1 half term and year to date. Let's see which class can achieve best attendance for Spring 2 half term!

PUNCTUALITY **The school day starts at 8.45am.**

Every day pupils are arriving late through the main office. This impacts their education as they are missing vital learning time in the morning every time they are late and disrupts the rest of the class. Please help to reduce late arrivals by:

- Establishing a good routine in the mornings and evenings so your child is prepared for the school day ahead.
- Ensure your child leaves home early enough to arrive at school on time for 8.45am.

ILLNESS

Any absence due to illness must be notified to the school office on the first day of absence as early as possible as per school policy. Please ensure you either telephone the office on 0121 557 2967 or reply to absence text messages stating the reason for the absence. However, children can attend school with minor illnesses and are always welcome to join us if they feel better later on during the day, rather than missing a whole day of learning. Please read NHS guidance by following this link '[Is my child too ill for school?](#)'

MEDICAL APPOINTMENTS

Routine doctor, dentist and optician appointments should always be made outside of the school day if possible to minimise impact on attendance and learning. We appreciate that hospital appointments are out of your control. Please provide written evidence of hospital appointments as this will be recorded and considered when calculating if a pupil will be eligible to receive an attendance award.

RELIGIOUS OBSERVANCE

School can authorise 1 day of absence for religious observance on 2 separate occasions during an academic year (Not 2 days of absence for one religious' event). Again, this will be considered when calculating pupil eligibility for attendance awards.

LEAVE OF ABSENCE

Government guidance states that leave of absence should not be taken during term time. So far this academic year **42** pupils have taken leave of absence meaning they have missed valuable learning time in school. Referrals are being made to Sandwell School Attendance Service for issue of Penalty Notices (fines) as per school policy. Please demonstrate your commitment to your child's education by not taking leave of absence during term time.

Any leave of absence must be applied for on the official form at least 3 weeks prior to commencement of the leave.

ATTENDANCE AWARDS

We have weekly, termly and annual Attendance Awards available for the children to earn by attending school every day.

Yours faithfully



Mrs Jayne Bayliss
Head Teacher

