



# Our Lady of the Rosary Catholic Primary School

Westway, Peterlee, Co. Durham SR8 1DE

Tel. 0191 5862264: Fax. 0191 5182537

Executive Head Teacher: Mrs. M. Graham

Head of School: Mrs. C. Sutherland

[office@ourladyrosary.org.uk](mailto:office@ourladyrosary.org.uk) [www.ourladyrosary.org.uk](http://www.ourladyrosary.org.uk)



Bishop Chadwick  
Catholic Education Trust

## Dear Parents/ Carers,

Here at Our Lady of the Rosary, we pride ourselves on the attendance and punctuality of our pupils and this year we continue to make your child's attendance a main priority as we want to start healthy attendance habits in the early stages of the children's career. We are working closely with the local Authority, the Multi Academy Trust and have a supportive attendance team in school.

To monitor your child's attendance, we will continue to use the Traffic Light System.

The expected attendance for any child of school age and above is 97% and this is known as the **green zone**.

Anyone under 97% - 92% is known as being in the **amber zone**; this is where attendance is low and children are at risk of missing important learning opportunities preparing them for their future education.

Any child with an attendance of 92% and below is in the **red zone**. Children who are below 90% are known as persistent absentee and are a cause for concern for staff. They are missing 10% or more time of their education, losing the experiences of forming those strong peer friendships and missing important learning opportunities.

We do appreciate that children may not always be able to attend 100% of the time due to illness. If your child is going to be absent from school for any reason you must contact the school by ringing the school office on 0191 5862264 by 9am on the day they are absent. Please **DO NOT** contact us via Dojo to tell us your child is absent or wait for the school office to phone you. If you feel you are struggling with attendance or would like to come in and talk about attendance please call the school office to make an appointment with Mrs Myhill (child well-being lead), Mrs Sutherland (Head of School) or Mrs White (EYFS Lead).

In addition, we are finding lateness of children attending school an increasing problem. The children are able to come into school between 8:45-9:00am. Lessons start promptly at 9 am. Any children coming into school late loses essential learning time as children have missed the beginning of their first lesson which is usually a reading lesson or phonics. Children coming in late and missing the start of these important lessons are putting themselves at a disadvantage to their peers and could impact on their progress.

For extended absences from school for medical reasons, we require current and precise medical evidence. Without this, absences will be recorded as unauthorised and we will not be able to provide school work for your child or Free School Meals support. If you have concerns about this please contact the school.

**For more details, please make yourself aware of our Attendance Policy which is available on our website.**

We intend to keep in touch with parents/carers individually on a more regular basis in cases where attendance is a concern. This will include regular home visits. Moving forward, you will be informed each half term of your child's attendance. This will ensure that all parents/carers are fully aware of their child's ongoing attendance throughout the year. In addition, we are looking at revamping our attendance incentives for pupils. Once we have had pupil feedback from the children we will share our updated incentives with you early next week.

As always, we appreciate your co-operation on this matter.

Thank you for your continued support.

Mrs C Sutherland

Head of School