



## DELVES LANE PRIMARY SCHOOL

Delves Lane, Consett, Co Durham, DH8 7ES

Head Teacher: Mrs R A Woods

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**LEARN, ACHIEVE, INSPIRE**

Dear Parents/Carers

19 September 2018

### ATTENDANCE MONITORING

I am writing to inform you that the school is introducing a 'Traffic Light Initiative', which is intended to raise pupil attendance levels.

Having a good education will help to give your child the best possible start in life and as you will already be aware; we expect regular and punctual attendance at this school. It is recognised that poor school attendance limits educational achievement and the future progress of young people.

The colours of a traffic light are being used to indicate the level of your child's school attendance:

**Very poor attendance**

**Attendance is a cause for concern**

**Good attendance**

**RED = below 91%**

**AMBER = between 92% and 95%**

**GREEN = 96% and above**

Enclosed with this letter is a copy of your child's attendance highlighting which traffic light colour your child's attendance is currently matched to. This is based on their attendance over the last academic year.

I will be monitoring the attendance of all pupils in school. After each monitoring period, you and your child will be notified of their traffic light colour for that period.

Our goal is for all pupils to meet the green target of 96% to 100% attendance. If your child fails to meet the target, you will receive a letter advising you of this and you may be invited to a meeting at the school to discuss the reasons for the poor attendance.

We are asking for the co-operation of parents to improve the life chances of their children. You can help us by:

- Encouraging your child to attend school punctually.
- Telephoning on the day of an absence and sending a letter to explain the absence on your child's return to school.
- Informing us of any changes or circumstances at home which may affect your child. Any such information will, of course, be kept in the strictest confidence.
- Supporting your child and the school by attending parent's meetings and taking an interest in your child's schoolwork.
- Leave of Absence in Term Time. Head Teachers are no longer able to grant leave of absence during term time unless there are exceptional circumstances.

I hope you will support the school in this matter. If you have any queries, please do not hesitate to contact me.

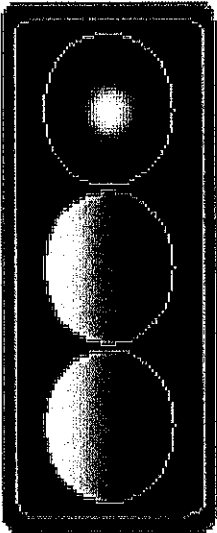
Yours sincerely

*R Woods*

Mrs R Woods  
Head Teacher



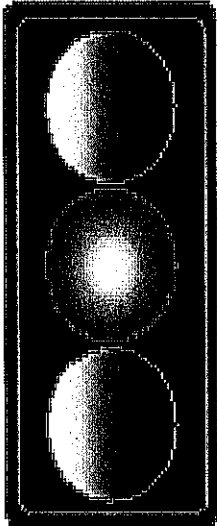
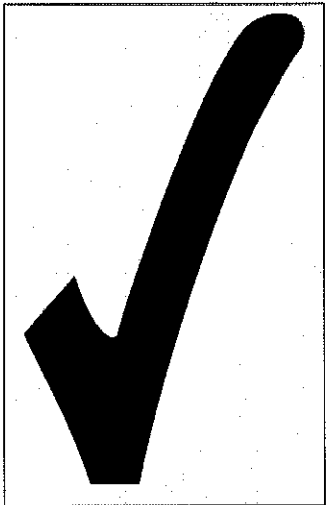
# ATTENDANCE TRAFFIC LIGHT SYSTEM



## **Green – 96% to 100%**

With this level of attendance, you have given your child the best possible chance of fulfilling their academic potential.

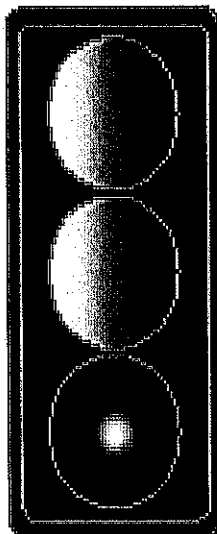
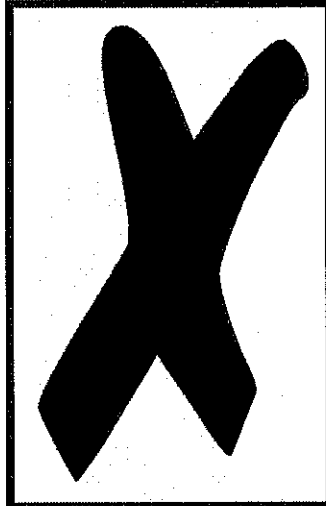
Your child will be entered into our annual/termly attendance reward programme.



## **AMBER 92%-95%**

With this level of attendance, your child's schoolwork will have already started to suffer. They will have missed some important information in lessons and need to catch up!

We will be reviewing your child's attendance record closely and may already be taking steps to ensure that it improves.



**RED UNDER 91%**-With this level of attendance your child's chances of success are at risk. If they have been ill, the school will support them in doing the extra work needed to catch up.

It is likely that if your child has patterns of absence or unexplained absences, the school will already be taking steps to ensure your child's attendance improves. This might include working with other agencies to support your family in helping you to improve your child's attendance or the Attendance Improvement Team will consider issuing a penalty notice or taking court action.

