

ATTENDANCE NEWSLETTER

September 2025 | Term 1

Attendance at Downsvew

Welcome to our first Attendance Newsletter. I would like to start with a big thank you to all of our parents and carers who are working with us to improve our attendance.

At Downsvew it is recognised that good attendance and punctuality are important life skills that all pupils should acquire from an early age. Research has shown that regular attendance is fundamental to a successful and fulfilling school experience, which ensures that pupils are able to develop physically, socially and academically so they may be prepared for a better future.

Children who attend school regularly:

- make better progress academically.
- are more confident socially.
- have more stable friendships.
- cope better with school routines and schoolwork.
- find learning easier.

Persistent Absence

Regularly missing school has a huge impact on your child's academic progress as well as their well-being. Please do not let your child become a persistent absence pupil. The table below shows how many days absence may cause your child to fall behind and be regarded as being persistently absent from school:

Term 1	3.5 days absence during Term 1 in September to the October half term.
Term 1-2	7 days absence from September to the Xmas Holidays.
Term 1-3	10 days absence from September until the February half term.
Term 1-4	12.5 days absence from September to the Easter holidays
Term 1-5	15.5 days absence from September until the May half term.
Term 1-6	19 days absence from September to July (for whole academic year)

I hope you have found our first Attendance Newsletter helpful. If you have any concerns or worries about your child's attendance, then please do not hesitate to contact Mrs Brown, the school's Family Liaison Officer, or your child's class teacher, so we may work together to ensure your child attends school every day. Thank you.

Green - Safety Zone

96% and above = Impressive

If your child is off for a few days, the Class Teacher will talk to the parent and the child to see if they can help to ensure good attendance.



Downsvew
Community Primary School

Amber - At Risk Zone

90% - 95.9% = Needs to Improve

The school to work with parents and child to support attendance:

- Causing concerns under 96% - should attendance continue to drop, then an 'Initial Concerns' letter will be given, with KCC attendance leaflet. The Class Teacher will talk it through with parent and child.
- **Ongoing concerns** - should attendance continue to drop, an 'Ongoing Concerns' letter will be sent to parents inviting them for a meeting with the FLO, a Senior Leader and the Class Teacher to discuss barriers and ways forward (**Support for Attendance Plan**).

Red - Danger Zone

Below 90% = Serious Concerns

Attendance continues to drop:

- 'Serious Concerns' letter to be sent, involving Kent Pupils Inclusion and Attendance Service and/or
- 'Notice to Improve' letter and/or
- Referral to Attendance Service and/or
- 'Penalty Notice' letter for holidays etc and/or
- Attendance Contract with parents