



Pilgrims' Way Primary School

Pilgrims' Way, Canterbury, Kent, CT1 1XU
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Headteacher: Miss AM Middleton



8th September 2020

Dear Parent/Carer,

As we return to a 'new normal' we would like to help you understand school attendance in light of Covid-19. There is an expectation that all children are in school every day.

Pupils need to attend school regularly to benefit from their education. Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in both primary and secondary school.

The government expects schools and local authorities to:

- Promote good attendance and reduce absence, including persistent absence;
- Ensure every pupil has access to full-time education to which they are entitled; and,
- act early to address patterns of absence.
- Parents to perform their legal duty by ensuring their children of compulsory school age who are registered at school attend regularly.
- All pupils to be punctual to their lessons.

Schools now have government guidance to follow when dealing with non-attendance relating to Coronavirus. Please turn over to see a quick guide to Coronavirus related absences procedures. We need parent/carers to follow this guidance and communicate well with school to ensure we remain Covid safe.

We understand that this is new guidance and if you need any support or have any questions please just contact the school office who will be able to help you.

As normal, **all** absence must be reported to the school office by 9am each day. If we do not know why a child is absent by the second day of absence a home visit will be carried out (safeguarding requirement). Any child with attendance causing concern may be discussed with the Kent County Council School Liaison Officer and a decision will be reached about whether a Penalty Notice Fine Application is appropriate. Holidays in term time will not be authorised, unless there are exceptional circumstances (information on this can be found on the school's website), and will be recorded as unauthorised absence and may lead to a Penalty Notice.

Thank you in advance for your support and understanding,

Mrs E Campbell
Deputy Headteacher