

Holidays in term time

Taking holidays in term time can significantly affect your child's learning. You may be asked to meet with the Headteacher if you request time off school to take your child on holiday. The Local Authority may also issue you with a Fixed Penalty Notice. Please be aware that if school suspect that a child is on holiday (and school have not had prior notification), a home visit may be carried out. A fixed penalty notice may also be served.

Letters to parents

Because we believe communication with parents to be of the utmost importance we email out generic letters each half term to let you as a parent know broadly speaking in which band % of attendance your child is currently on. There are 4 letters that go out: 100% letter, 97—99% letter, 92—96.9% letter and below 92% letter. These letters are simply a reminder of how your child, broadly speaking, is currently standing in their attendance and the rewards they still have the opportunity to earn for good attendance.

Be ready to learn...

Be prepared...

Help your child to be prepared by making sure uniform is ready, school bags are packed and lunches are made in advance. It will all help to be on time in the morning!

Establish good routines...

Children will need a good bedtime routine in order to make the most out of their school day. Longer days at school can be tiring; help your child by giving them a good night's sleep and a healthy breakfast. Your child will receive more home learning the older they get; create dedicated time and a quiet place for them to complete it.

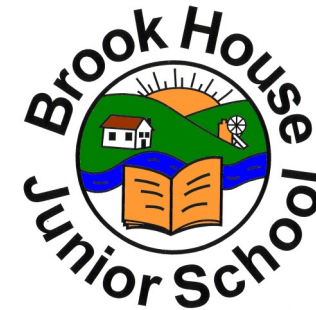
Keep in touch with school...

Make sure that your contact details are up to date with the school office. Speak to school if you have any worries, concerns or questions.

Thank you for your continued support.

Brook House Junior School

Attendance Information for Parents



every day counts
ATTEND TODAY -
ACHIEVE TOMORROW!

New Year...New Start!

Here at Brook House Junior School, we want every child to reach their full potential. Good school attendance means that your child can make the most of their education, grow in confidence and make friends. A new year means a new start for attendance for the Spring term and we have some fantastic rewards on offer!

New Attendance Rewards

This year you need to have good attendance AND punctuality to earn our fantastic rewards!

Weekly

Each week the class with the best attendance is presented with the Attendance Cup and given a laminated certificate which is displayed on the door of the winning class. Children in that class are given 15 minutes extra break (which is arranged for the following week). Each week, we celebrate good attendance on our school website and include photos of children from the best attending class for that week.



Half-Termly

During the final Attendance and Achievement assembly or Trophy assembly of each half term we have a prize draw for all children with 100% attendance for that half-term. The prizes are as follows: 1st place = £10 voucher, 2nd place = £5 voucher and 3rd place = £3 voucher.



Termly

During the final week of every term, there is a 'seasonal prize' for any children with 100% attendance for that term. For example: Autumn = Christmas-based prize e.g. Chocolate Santa, Spring = Easter egg, Summer = Ice cream. Children with 100% attendance each term have their photo taken (and feature on the termly newsletter and school website).



- 100% Attendance in all three terms (Gold certificate and medal).
- 100% Attendance in two terms (Silver certificate).
- 100% Attendance in one term (Bronze certificate).

Any children who have 100% attendance overall have their parents invited to the end of year assembly and the children qualify for the 'Big Prize' which is lunch at McDonalds this year.

Keep us informed

If your child is unable to attend school for any reason, please contact school (before 9am if possible) to let us know. Please continue to keep school informed if your child is going to be off school for more than one day. This is to make sure that your child receives the correct code on the register.

Absence that has not been notified to the school will be followed up by a phone call and text message to parents. There may also be occasions where school will carry out a home visit if there is an attendance concern.

Illness & medical appointments

We appreciate that children are ill from time to time, and that as a parent it is sometimes a difficult decision whether to send your child to school or keep them at home. There are many minor ailments which children do not need to miss school for. Use good common sense when deciding whether your child needs to stay at home.

Don't keep your child at home 'just in case' when they could be learning in class. School will always contact you if your child needs to go home early.

Where possible, please make medical and dental appointments toward the end of the school day, or after school has finished so that your child does not miss valuable learning time.