



Artsmark  
Silver Award  
Awarded by Arts  
Council England



Jesse Gray Primary School  
Headteacher Mr C Belton  
Musters Road, West Bridgford  
Nottingham. NG2 7DD  
Tel: 0115 9748002

E-mail: [office@jessegray.notts.sch.uk](mailto:office@jessegray.notts.sch.uk)  
Web Site: <http://www.jessegray.notts.sch.uk>

6<sup>th</sup> January 2022

### Monitoring of Attendance

Dear Parents and Carers,

This letter is designed to inform you about the attendance expectations at Jesse Gray and how we monitor this. As part of my role as Assistant Head, I oversee attendance at Jesse Gray and endeavour to support children and parents in achieving the highest attendance possible. In line with our school policy, we routinely (half termly/termly) monitor attendance. The National Expectation for attendance is **96%**. Research has shown that low levels of attendance may have a negative impact on your child's attainment and progress within school. We want to work together with all of our families to help ensure excellent attendance and punctuality for all of our children.

You can support our school, and your child, to achieve this target by:

- ✓ Making sure that your child attends school regularly and on time
- ✓ Contacting school on the first day of absence on 0115 9748002
- ✓ Informing school of any problems which may impact on your child's learning, punctuality and attendance
- ✓ Arranging medical appointments outside school time where possible
- ✓ Being punctual at the start and end of the school day
- ✓

We would like to say thank you to so many of you who do ensure that you follow the guidance above and also acknowledge that we understand some absence, due to illness, is unavoidable. It is important that school is made aware of on-going health problems so we can put the correct support in place. *Please note: In line with government regulations we are unable to authorise holidays taken in term time.*

If your child's attendance has fallen under the 96% attendance target, you will soon receive a letter informing you of this. This letter is not sent to shock or upset you, but to inform you that we monitor attendance; because full attendance has the greatest impact on your child's outcomes.

The Covid 19 Pandemic has created many more absences than we have ever seen in school before. However, due to our Remote Learning Plan and teachers providing support to 'catch up' when a child does return, we hope that missed learning has been minimised. If your child's attendance has been affected by Covid 19 then please note that we understand this in our assessment of attendance, however letters will be sent out regardless of the nature of missed attendance so all parties can work together to improve this.

If you have any queries or concerns, please do not hesitate to contact us.

Yours sincerely

Lucy Viggars  
(Assistant Head)