



# Westlands Primary School

*A member of Swale Academies Trust*



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VTP/ELB/KL/Year 1 Attendance/September 2021

19<sup>th</sup> July 2021

Dear Parent/Carer

Now that your child is about to start the transition from Year R to Year 1 they will be of compulsory school age. Westlands Primary School is keen to ensure that children have every opportunity to develop academically, emotionally and socially.

So that the teachers can help children to reach their full potential we are asking that you support them by paying particular attention to attendance.

The recommended minimum attendance rate for primary school children is **96%** and we would like you to try to ensure that your child's attendance stays above **96%**.

It is very important to instil in your child a positive attitude about good attendance from the start as poor attendance will have a detrimental impact on their attainment.

Please ensure:

- All medical/dental appointments are outside of school times
- Do not take your child out of school for holidays in term time
- Arrive on time for school every day
- Only keep your child at home for genuine illness
- Speak to your child's teacher if there are any issues that might affect attendance.

Please contact me if you wish to discuss this further. Thank you for your co-operation in this matter.

Yours sincerely,

Mrs K Low  
Attendance Lead