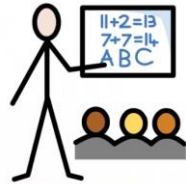


Attendance Policy Overview 2023-24

At **Lyme Community Primary School**, we aim to consistently work towards our goal of 100% attendance for all children. Every opportunity will be used to convey the importance of regular, punctual attendance to pupils, parents, and carers.

Our school is committed to providing the best possible quality of education to all learners. **For a child to reach their full educational achievement a high level of school attendance is essential.**



© UNCR Article 28
I have the right to an education

'Attendance is EVERYBODY'S responsibility'

It is the responsibility of all members of our school community to maintain and monitor good school attendance.

REPORT IT FIRST DAY

If your child is going to be absent from school, please report this ASAP via the school office.

Key Attendance Contact at Lyme Community Primary School:

School Office: 01744 678350

Jen Lammond - Pastoral Manager

Hayley Hewitt - Education Welfare and Engagement Officer

We attend school
REGULARLY

We attend school
PUNCTUALLY

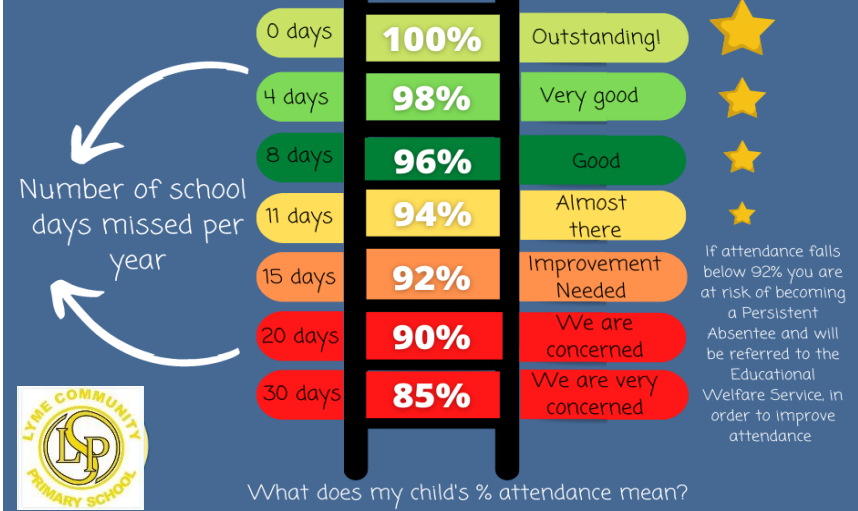
We attend school
READY to learn

Absence from school **may** be authorised if it is for the following reasons:

- Illness
- Unavoidable medical appointments
- Days of religious observance
- Exceptional family circumstances

SCHOOL ATTENDANCE TARGET= 96%

Attendance Ladder



Absence from school **will not** be authorised for:

- Shopping
- Having to stay at home due to an unwell sibling or parent.
- Day trips
- Birthdays
- Holidays
- Rest days after a poor night sleep

- Gates close at 9am
- Class registers closes at 9am – after this it is a late mark
- School registers close at 9.30 am – after this it is an unauthorised absence