

ALDER COPPICE PRIMARY SCHOOL

Achievement through Commitment

Headteacher: Mr P Mandelstam

4 March 2026

Dear Parents,

ATTENDANCE MATTERS

As we have just crossed the half-way point for this year, we are providing you a copy of your child's attendance up to Friday 13 February.

This year we wish to draw your attention not just to how many absences your child has had, but to what the impact of this is upon learning. Our Attendance Ladder below details this information clearly. Each day missed then equates to around 5 lessons of learning per day. More importantly is the fact that each day's learning builds upon the previous and therefore gaps will quickly develop and although we will aim to fill these as much as possible, it becomes impossible with continued absence or a child arriving late to school.



ALDER COPPICE PRIMARY SCHOOL

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Please note that if your child's attendance is below 90%, the government deems your child to be persistently absent. If your child has attendance well below this, in the 70 – 80% bracket, they are deemed to be severely absent and you may be asked to attend an attendance meeting to set up an Attendance Support Plan.

If improvements are not made after this, you may be referred to the Local Authority for further action such as a Joint Early Warning Notice or a Fixed Penalty Notice.

As previously reported in an Attendance Newsletter, we would not normally expect a child to require more than 20 sessions illness in an academic year. If your child has been ill for more than 20 sessions and this is not due to a specific illness such as chickenpox which requires a longer absence, we may not have authorised these days. This is detailed in our Attendance Policy.

Lateness continues to be a persistent issue for some families. Whether it is a few seconds, a few minutes or longer, lateness is not a good start to the day. It is a life skill which children need to learn and can easily be avoided by developing good habits and routines. We have a number of children who are regularly late, arriving throughout the morning and missing key learning. **Thank you to the many parents and children who do consistently arrive on time and help to ensure that learning can be taking place straight away.**

If your child is late after 8.50am when the registers close, your child receives a U mark. Although this means they have arrived late and we record the time of their arrival in school, these marks do count towards their overall absence figure as the government class this as an unauthorised absence.

As always, if you would like to discuss any matters which concern you around your child's attendance in school or would like support, please feel free to get in touch. We can offer support and guidance in school and also signpost to further services such as Early Help, Dudley Parenting and our School Nurse.

Your sincerely

Joanne Randall

Joanne Randall
Assistant Headteacher