

ST MARY'S C.E. PRIMARY SCHOOL

In Partnership with St Helen's Primary School



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Executive Headteacher: Mr Andrew Spens
Headteacher: Mrs Bethan Scriven
Deputy Headteacher: Mrs Natalie Lane
Date: Friday 11th June 2021

Dear Parents/Carers,

It has been so lovely to have all of our children back in school. During this period, our school attendance has been 97.4%. We know that this reflects the value our families put on their children learning in school every day.

We are aware that the last year has been a challenging time for all families, for many different reasons. We have all experienced at least one Covid restricted birthday and many of us will have had our holidays cancelled, sometimes on more than one occasion. We are all looking forward to life returning to 'normal'.

As further easing of COVID restrictions are confirmed, you may now be looking forward to booking or rebooking your holidays. We would just like to remind you that the school will not authorise absence in term-time for holidays.

We are recently experiencing a rise in the number of children missing school for family holidays within term time.

Firstly, we would like to remind you that a period of unauthorised holiday may put you at risk of being issued with a Penalty Notice of £60 (per parent, per child). For example a two parent family taking 2 children out of school for an unauthorised holiday would be liable for a total of £240 if paid within 21 days or £480 between 21 and 28 days.

When considering leave of absence during term time please be mindful that if your child has a two week leave of absence they will only ever get an attendance percentage of 94.7% or less, this figure does not include any other absences they may incur during this academic year.

For any planned absence from school, you need to complete a Leave of Absence form and hand this in within 1 month of your requested leave, a copy is attached or can be obtained from the school office.

We have also attached to this email the school's attendance policy and South Gloucestershire's Parent guide to Penalty Notices for your information.

Please be mindful that every missed day of school equates to a missed day of learning and every day counts!

Thank you for your support in ensuring your child(ren) are in school as much as possible.

Kind regards

Mrs Bethan Scriven
Headteacher