



St Matthew's CE Primary School

Weekly Attendance Newsletter



Attendance Team

Miss Henry
Ms Burton
Mrs McDonald

School Times

Gates open: 8.40am
School Starts: 8.50am
Gates close: 9.00am

Gates open: 3.10pm
School ends: 3.20pm
Gates close: 3.35pm

Doors open: 8:50am Parents are responsible for the safety of their children until doors open and their child is in the school building.

Register closes: 9am

Any children arriving after 9am will need to sign in at the Front Office where they will be marked late.

Unauthorised Late: 9:30am

Any children arriving after 9:30am will be marked in as an unauthorised absence. This affects their full morning attendance mark.

UNAUTHORISED REASONS FOR ABSENCE

A cough, the common cold, birthday treat, tiredness, meeting relatives, sibling unwell, new baby, Mum/Dad unwell, holidays, too hot, not being able to bring your child to school. We do ask for more information other than just 'unwell'.

MY CHILD IS GENUINELY ILL

If your child is genuinely ill then, of course, they will need to remain at home. Please contact the school office before 8:50am to leave a message on our answerphone service or on school spider, with an absence reason that details the reason for their absence.

Year Group	Nur	Rec	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Attendance	92.3%	98.1%	95.3%	92.2%	97%	96.3%	90.6%	98.6%
Late Marks	1	1	5	5	7	7	2	5

Attendance Comparisons

St Matthew's is currently in **the TOP 40 – 50%** of schools across the country for attendance!

For the past 3 years we have been in **the bottom 10 – 20%** so the fact that we are rated in the TOP is incredible!

I know that there is lots of talk about attendance from school but it is highly monitored by the Department for Education and impacts the school OFSTED rating. Attendance has a huge impact on attainment, including punctuality so it is so important to be a HERO!

Here, Every Day, Ready to Learn, On time!



REMINDER!

Please get the free Studybugs app, or register on the Studybugs website, and use it to tell us whenever your child's ill and unable to attend school.

Get the app or register now
(<https://studybugs.com/about/parents>)

Attendance Rewards

We do this in many ways each week!
Individual – **100% Wheel** – book prize

Whole Class – **best class attendance** – half termly surprise treat

Whole Class – **above 95%** - half termly movie afternoon

Whole School – **Strive for 35** – prizes

Whole School Attendance

95.5%

Whole School Persistent Absence (PA)

17.8%

Whole School Absence Rate

4.5%

National Average Attendance

96.3%

National Average Persistent Absence (PA)

13.9%

National Average Absence Rate

3.7%

Importance of Punctuality

Attendance and punctuality play a massive role in setting students up for success, which is why we encourage every student to **Be a HERO — Here, Every Day, Ready, On time**. Arriving on time ensures your child doesn't miss key morning instructions, crucial learning moments, or the chance to settle in comfortably with their peers before the bell rings. Good attendance habits built today lay the foundation for lifelong reliability and confidence. Thank you for partnering with us to help our students show up, step up, and succeed every single day!