



Chalfont St Peter Infant School

'Learning Together and Celebrating Success'

Headteacher: Mrs A Whittall

Date

Dear Parents,

I am writing to address an important matter regarding the attendance and punctuality of our pupils, particularly the impact of late arrivals and absences on your child's learning.

Attending school every day is crucial for your child's academic and social progress and for their overall development. Consistent attendance ensures that your child does not miss out on vital learning opportunities. Research has shown that students who have good attendance records tend to achieve higher academic results compared to those with poor attendance. Missing even a few days of school can significantly impact a child's progress, as they may fall behind their peers in their learning and struggle to catch up with the curriculum when they return to school.

I would like to stress the importance of punctuality. Arriving late to school results in your child missing out on crucial parts of their education. We teach Phonics first thing in the morning when the child is most fresh. Phonics lessons play a fundamental role in developing your child's reading and language skills. Regular attendance is particularly crucial during phonics sessions, as missing these lessons can hinder your child's ability to grasp fundamental literacy concepts, impacting their reading proficiency and comprehension skills. A child who struggles to read can then struggle across the board in other lessons too.

Going on holiday during term time can also have a significant impact on your child's progress. Each lesson and concept taught in class serves as a scaffold for future learning. Missing out on these vital lessons can create gaps in your child's understanding, making it harder for them to grasp more advanced topics when they return.

While I understand that some absences are unavoidable due to illness, I urge you to consider whether your child's illness warrants them staying at home. Minor coughs and colds are common occurrences, and children can often still attend school and participate in learning activities while recovering from these mild ailments. If you are in any doubt whether to send your child in please refer to this government document or call the office. We will always send a child home if they are too poorly to be here.

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

As a parent, your support in ensuring your child's regular attendance and punctuality is paramount. By prioritising their education and minimising absences, you are helping to provide them with a strong foundation for future academic success. Here are some effective strategies that may help at home:

1. **Create Routines:** Establish regular bedtimes and morning routines. Consistent habits help reinforce the importance of attending school.

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2. **Emphasise Non-Negotiability:** Help your child understand that attending school is non-negotiable unless they are genuinely unwell. Make it a priority.
3. **Build Relationships:** Connect with other families. [Discuss how you can support each other during emergencies or unforeseen circumstances, such as drop-offs, pick-ups, or translation assistance.](#)

Positive communication and collaboration between parents, schools, and students play a crucial role in promoting regular attendance.

If you have any concerns or foresee any unavoidable reasons for your child's absence, please do not hesitate to contact the school so that we can work together to find solutions that will best support your child's learning journey.

Thank you for your attention to this matter, and for your continued cooperation in partnership with us to provide the best possible education for your child.

Yours sincerely,

Alison Whittall

Headteacher

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