



Willow Tree Primary School

Autumn Term 2023 Attendance Newsletter



Welcome Back

It is lovely to see all of our families back at Willow Tree and also a big warm welcome to all of our new families that have joined us this academic year. We hope you have all had a lovely summer break and are well rested and ready to embrace all that Willow Tree has to offer.

We at Willow Tree know that good attendance helps your child reach their own full potential in all areas of their development. All staff will work hard to support all pupils to access as much education as possible, so please do not hesitate to speak to us at the gate or call us at school if you have any questions about attendance or you or your child are experiencing any barriers to attendance.

Don't forget every day matters!



Punctuality

Our doors open at 8.45 to enable our children to be in class and ready to learn by 8.55. If you are experiencing any difficulties getting your child to school on time please speak to a member of staff to enable us to support you.



Keeping you informed

We will again be making every effort to keep you informed of your child's attendance figures throughout the term by letter, text and meetings.

Our aim is to identify any barriers which maybe impacting your child attending school . By doing so we are to able to ensure the right support is offered to ensure your child reaches their own full potential.

Celebrations

We had 30 children who had 98% attendance or above for the 2022-2023 academic year. They took part in our end of year attendance celebration which was lead by the amazing Everton in the Community.



These children had a whole day of events including a first aid and forensics workshop and a visit from the Emergency Services; police and fire.

[Changes to Local Authority Penalty Warning Code of Conduct](#)

The number of session of unauthorised absence within a 10 week period that would trigger a Penalty Warning Notice has changed. More information can be found on our website and in our Attendance Policy.

Let's work together

We request that if your child is going to be absent that you call school before 8.55am on the first day of their absence to tell us that your child is going to be absent and the reason for their absence. Please also keep us updated if your child's absence is ongoing.

If we have not had a call by 9.30am, we will ring and text you. If we are still unable to make contact we will undertake a welfare visit to the home.