



Phoenix Infant and Nursery School

Autumn Term Attendance Newsletter 8/9/25

www.phoenixinfant.co.uk



Attendance Matters



September marks not only the start of a new term but also a chance for us to set a positive tone for the months ahead. Let's start as we mean to go on! Consistent attendance is crucial for your child's educational success, fostering both their academic growth and social development. We understand that there may be challenges that affect attendance, but our commitment to supporting your child's progress remains unwavering. Please be assured that we are here to work alongside you, reinforcing the importance of regular attendance. In this initial attendance letter, we will outline our expectations and share strategies for ensuring that every child can thrive in a supportive learning environment. We know our children do get bugs and the final page of this newsletter has NHS guidance regarding common illnesses.

Did you know?

Missing five days of every term every year is the same as missing one whole school year. A child with a good school attendance record is setting themselves up for a better future once they leave school. Children that attend regularly adapt to the routines of school and make good friendships. We expect all our children to attend school for at least 97% of sessions in a year. In the in case of absence please contact school on the first day of absence by calling 0115 9539927. Mrs Collins or Mrs Ferrara will make a call home if we have not heard by 9.30am. Wherever possible, please make medical and dental appointments outside of school hours.

Phoenix Infant and Nursery School believe that all our children deserve the very best and are entitled to a full education. The Department for Education (DfE) has issued statutory guidance for all schools regarding attendance. The full guidance is available via this link: [Working together to improve school attendance \(applies from 19 August 2024\) \(publishing.service.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/111/Working_together_to_improve_school_attendance_(applies_from_19_August_2024).pdf) Here is own policy that explains how we manage and support attendance here at Phoenix <https://www.phoenixinfant.co.uk/attachments/download.asp?file=111&type=pdf>

Key information for parents and carers regarding the guidance

- To manage and improve attendance effectively, the school and it's partners will work with pupils, parents and carers collaboratively to remove any barriers to attendance by building strong and trusting relationships and by working together to put the right support in place.
- The DfE has changed the fining system which we are required to adopt. **Our school does not receive any money from any fines issued by the Local Authority.**
- Penalty Notice fines may be issued for term time leave of five or more consecutive days and for fewer days where absence has happened before.
- **10 Sessions of Unauthorised Absence in a 10-week period:** Penalty Notice fines **may** be considered when there have been 10 sessions of absence in a 10-week period.
- Follow the links for further guidance issued by DfE for parents and carers:

[How to improve your child's school attendance and where to get support - The Education Hub \(blog.gov.uk\)](https://www.blog.gov.uk/2024/08/15/how-to-improve-your-childs-school-attendance-and-where-to-get-support/)

We are committed to working with families to overcome any barriers to attendance and to providing an environment where every child can thrive. Your partnership with us is crucial in promoting a culture of regular attendance and supporting your child's educational journey. If you have any concerns about your child's attendance, please contact Mrs Harper.

There are two types of absence:

AUTHORISED (where school approves pupil absence)

Acceptable reasons for absence are:

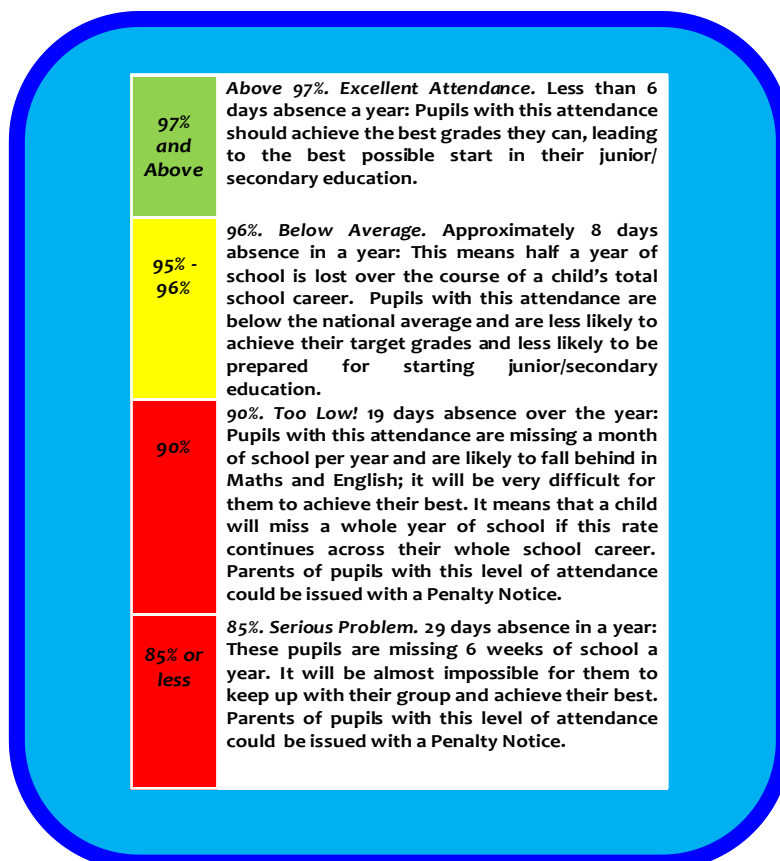
- Genuine illness
- Medicals that cannot be made outside of school hours

UNAUTHORISED (where school will not approve absence)

Some examples of unacceptable reasons for absence are:

- Hair appointment
- Illness of a sibling / parent
- Birthday
- Shopping
- Overslept
- Visiting friends or relatives
- Holiday

Parents wishing to apply for leave of absence for their child in an exceptional circumstance should complete **Appendix 4 of the Attendance Policy APPLICATION BY PARENT/CARER FOR A CHILD'S LEAVE OF ABSENCE FROM SCHOOL DURING TERM TIME** (this can be obtained on the website or from the school office)





Should I keep my child off school?



Yes

Until...

Chickenpox	at least 5 days from the onset of the rash and until all blisters have crusted over
Diarrhoea and Vomiting	48 hours after their last episode
Cold and Flu-like illness (including COVID-19)	they no longer have a high temperature and feel well enough to attend. Follow the national guidance if they've tested positive for COVID-19.
Impetigo	their sores have crusted and healed, or 48 hours after they started antibiotics
Measles	4 days after the rash first appeared
Mumps	5 days after the swelling started
Scabies	they've had their first treatment
Scarlet Fever	24 hours after they started taking antibiotics
Whooping Cough	48 hours after they started taking antibiotics

No

but make sure you let their school or nursery know about...

Hand, foot and mouth	Glandular fever
Head lice	Tonsillitis
Threadworms	Slapped cheek



SCAN ME

Advice and guidance

To find out more, search for health protection in schools or scan the QR code or visit <https://qrco.de/minfec>.

We hope this information is useful and supports your ongoing efforts to encourage regular school attendance. Should you have any questions or require further clarification regarding your child's attendance, please do not hesitate to get in touch. We value your partnership in ensuring the best educational experience for your child and look forward to your continued support throughout the term.