



Where children come first

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Tuesday 26<sup>th</sup> September 2023

Dear families,

The start of a new school year is the perfect time to renew our focus on establishing good attendance habits with our children. It is proven that good attendance and good outcomes go hand in hand. The children at Westfield benefit from many rich experiences, high quality teaching and a staff team who champion them to succeed. For children to take full advantage of this, we need them in school.

Attached to this email is a copy of our school's attendance policy. Please spend a few minutes looking over this so you are familiar with our processes and the support available.

### A few key messages:

01

The majority of children should attend school between 96% and 97% of the time. This equates to them only being absent for 7 days in a whole school year.

02

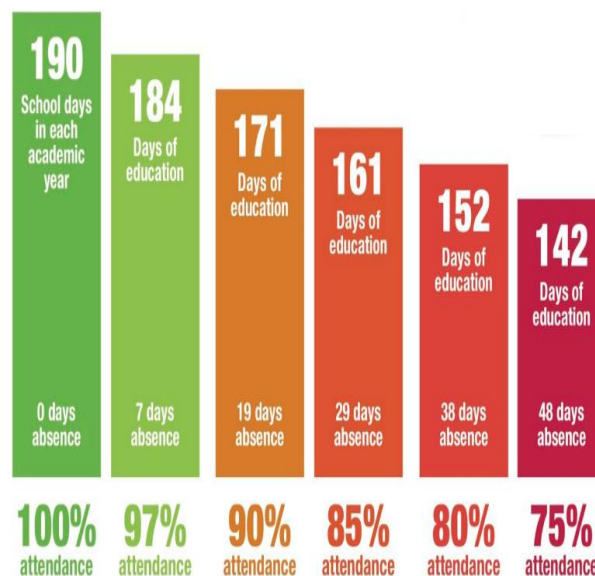
Children who are often absent tell us that they worry about missing their learning and not understanding new teaching. They also worry about their friendships and not knowing changes to routines. This can be avoided by regular attendance.

03

Sleep is essential! Children who are well rested find attending school and learning much easier. Please encourage early nights and healthy breakfasts with your children.

04

Support is available. We have a team of staff who can advise on establishing good attendance habits. We also work closely with CYC and Children's Services when attendance causes concern.

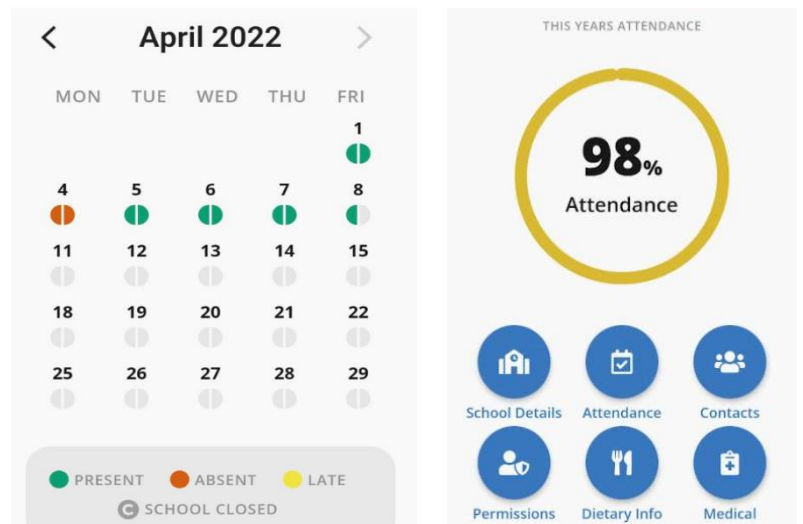


Please note that to protect our children the school gates are locked between the hours of 8.30am and 9.05am and 2.45pm and 3.30pm. If you are travelling to school by car during these times, please be aware that you could be locked in the school car park. Please find alternative parking outside the school gates, if required.



## Have you got the app?

Our ScholarPack app is a brilliant way of tracking your child's attendance and spotting patterns in their absence. If you are not yet signed up, please call into the office and we will be happy to set up your account.



## In school to not miss out

And finally, I just wanted to share a snippet of what the children have experienced since our return in September. To say we have only been back four weeks, we have done and learnt a lot. Please ensure your children are in school regularly, so they do not miss out.



Best wishes

Claire Gomez  
Deputy Headteacher