

# Iver Village Junior School

## Attendance Newsletter

### Attendance Year To Date

	Cairo	Cardiff	London	Lisbon	Paris	Prague	Washington	Wellington	Warsaw
Attendance	94%	95%	91%	93%	93%	95%	93%	91%	92%
Lates	54	61	115	57	83	77	46	65	109

**Sum 1 2023**

**Attendance Officer**  
Mr Clifford

**Attendance Assistant**  
Miss Lainsbury

### School Times

8:45am – 3:15pm

**Doors open:**  
8:45am

Parents are responsible for the safety of their children until doors open.

**Register closes:**  
8:55am

Any children arriving after 8:55am will need to sign in at the Front Office where they will be marked late.

**Unauthorised Late:**  
9:25am

Any children arriving after 9:25am will be marked in as an unauthorised absence.

Our office email is  
[office@ivjs.school](mailto:office@ivjs.school)  
01753 653 059

### Attendance Matters Newsletter

Hello and welcome to the first issue of the Attendance Matters Newsletter. As part of our attendance strategy to improve and promote attendance we have launched an Attendance Newsletter. The aim of this newsletter is to:

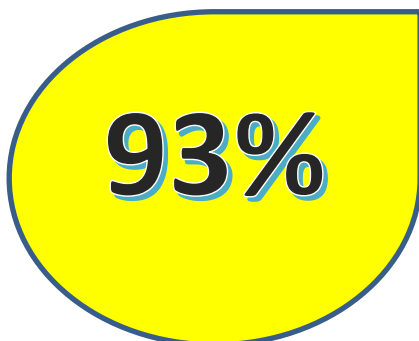
- ✚ Continue to raise awareness of the importance of good attendance
- ✚ Inform parents/carers of the school's current attendance figure
- ✚ Inform parents/carers of the school's policies and procedures
- ✚ Provide helpful tips on getting your child to school on time
- ✚ Promote the rewards for pupils who attend every day and on time

This newsletter will be issued to all parents - We hope you will find this helpful and informative.

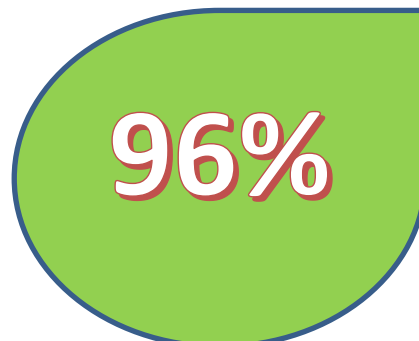
### 'THANK YOU'

A big 'thank you' to all of the parents who are working with us to improve our attendance. If your child has a cough or a cold, we still expect your child to be attending school. When dropping off your child, please inform a member of staff of your worries. Please be assured, our staff will look after your child and the office will contact you if we are concerned in anyway. Please remember that medicine can be held and administered in school e.g. Calpol. Through our monitoring, we have noticed that the number of children late for school is increasing. Please remind yourselves of the times the school opens (on the left) to ensure your child does not miss any more of their education.

#### Whole School Attendance



#### Whole School Target





@ivjs\_bucks



Iver Village  
Junior School

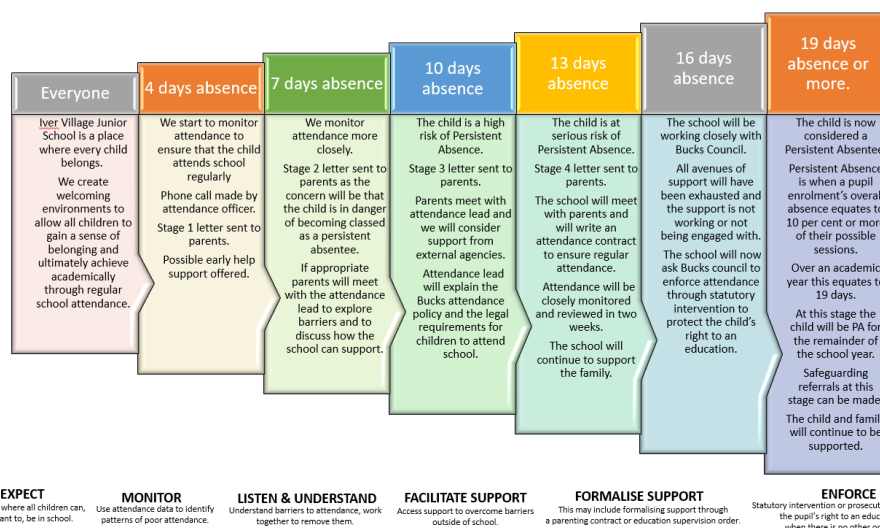
## Iver Village Junior School

### What is irregular attendance?

At IVJS, we want every child to meet their potential and in order to do this they need to be attending school regularly. **Irregular attendance** is defined by the government as a child missing 10% or more of the school year, this equates to **19 days**. The government uses the term as **persistent absentee** to describe a child who misses 19 days in a year.

We know that it is not always possible for a child to attend school every day, as they do occasionally become ill. As always, when we monitor attendance, we will be using a common-sense approach. However, we are required to monitor attendance and act on poor attendance by following the Council's policy. We will always work with you and try to support you if there are barriers to your child attending regularly.

IVJS is a place where every child belongs. We create a welcoming environment to allow all children to gain a sense of belonging and ultimately achieve academically through regular school attendance. Below we have made a flow chart to show the processes and also to show you how quickly your child could be classed as a **persistent absentee**.



### 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 8:45am to leave a message on our answer-phone service, with an absence reason (specific details are required, as 'unwell' is not sufficient).

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[office@ivjs.school](mailto:office@ivjs.school)  
01753 653 059

### Helpful tips

- ✚ Make sure your child understands why school is important
- ✚ Show your child that you are interested in what they have done at school
- ✚ Get everything ready the night before school
- ✚ Arrange appointments before or after school or during the school holidays
- ✚ Talk to us about Breakfast Club – we may be able to help!
- ✚ Set off a little earlier every day – maybe meet your friends before school

### Movie Token – Attendance Treat



#### 96% Attendance Challenge!

Any class which achieves a weekly attendance of 96% or above will receive a **MOVIE** token. If they collect 6 tokens then will a **Movie Afternoon Attendance Treat**. Speak to your child – see if they have won this treat!!!