

ATTENDANCE AT CPS



**Working hand in hand to
support your child**



WHY IS GOOD ATTENDANCE IMPORTANT?

Good attendance supports your child to learn and make progress.

Having good attendance all year helps your child to make positive relationships with their classmates and teachers

Good attendance supports your child to understand routines

Children with good attendance are more likely to do well in exams and assessments

How is attendance monitored at CPS?

- The attendance team work together to monitor attendance each day, week and half term.
- We look at attendance data and monitor attendance below 92%
- We share letters with parents to let them know if their child's attendance is falling below the expected 95%
- We meet with parents to discuss which are impacting attendance
- We work with the Local Authority (Hounslow) to support families with attendance



WHAT HAPPENS IF MY CHILD'S ATTENDANCE DROPS BELOW 92%

Monitor at first

Share a letter with parents to make them aware that their child's attendance is below 92%

Set up a meeting with Miss Khabra to discuss how we can work together to improve attendance/punctuality

Monitor attendance and set a target for attendance

Work with the SASS (School attendance support service) to improve attendance



Top tips for good attendance!

1. Tell your child why it is important to have good attendance
2. If your child has a cold, monitor them and if they are well enough, send them to school. (If they are unwell during the day, we can send them home)
3. Try not to book any term time leave during school terms. If you do book leave, share your trip details with the attendance team.
4. Keep track of your child's attendance at home and praise them for getting 100% attendance!
5. Work with the school and ask for support

Did you know that punctuality can impact learning too?

Lost minutes=
Lost learning!



WHO IS THE ATTENDANCE TEAM AT CRANFORD PRIMARY SCHOOL?



Miss Khabra
Deputy headteacher



Mrs Achoukhi
Attendance Officer



Mrs Chandarana
Administration officer

