



Archdiocese of Birmingham
Our Lady of Grace Catholic Academy
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Autumn 2024 Attendance Newsletter

Moments matter, attendance counts

Welcome to the first Our Lady of Grace Attendance Newsletter for this academic year.

Research shows that excellent school attendance will support children's learning and progress. It is for this reason that we want all of our students to aim for 100% attendance at school.

Attendance Recognition



Each week, all children with 100% attendance will be awarded **2 achievement points** and the class with the highest attendance will be celebrated on a weekly basis. Further attendance recognition awards include **punctuality prize week** – this is where for a selected random week, children who have 100% attendance for that week, and have been on time, are entered into a **prize draw**. The winner receives a supermarket voucher for parents and a toy shop voucher for the child. Other incentives include an **in-class prize** for the class with the best attendance for the term. The prize has yet to be decided by the school council.

For children who have achieved 100% attendance throughout the whole of the year, they will be rewarded with the attendance trip. The school council have now decided that the end of year attendance trip for this academic year will be to West Midlands Safari Park.

The class with the best attendance for this ½ term is Year 3/4 with 99.56% attendance followed by Year 5/6 with 98.14% – Well done!



Absence Procedures

Please contact the office if your child will be absent due to illness.

If your child is absent and school have not been notified you will receive a text message asking you to notify the school as to why your child is absent and may be followed up by a telephone conversation from the Head of School or a member of office staff. We will work proactively with parents and pupils to improve your child's attendance. To ensure that we communicate any attendance concerns we will;

- Send a text message to parents if attendance drops below 97%
- A phone call to parents from a member of the senior management team if attendance drops below 95%.
- Invite parents to a meeting with the Principal / Head of School if attendance drops below 92%.
- Invite parents to a meeting with the Collegiate Educational Welfare Officer / Principal or Head of school if a pupil's attendance falls below 90% (PA)

Thank you for your continued support in working with us to help your child reach their full potential.

Kind Regards
Mrs Davis
Head of School

If you require this information in any other format, please contact the school office.

