



Hall Green Primary School,
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8th April 2024

Dear Parent/Carers,

Here at Hall Green Primary School, attendance remains an area of concern and is being closely monitored, not only by us as a leadership team but also by the Local Authority.

Research shows there is a direct link between children having low academic outcomes due to high absence rates. Regular attendees make better progress both socially and academically.

Our expectation is for every child to have an attendance of **95%** or above, if your child falls below this, we will get in touch to help support you improving this. If your child falls below **90%**, your child will be a persistent absentee, this is a concern and you will be asked to attend regular attendance meetings.

We expect children to attend school on time every day that the school is open. If your child will be absent, parent/carers must:

- Contact school by 9:30am to explain a detailed reason for absence. This can be done by calling 0121 588 2080 and speaking to a member of staff in the main school office
- Parent/Carer must contact school with a reason of absence for **every day they are absent** unless the child is hospitalised.
- If your child is not in school and we have not had a phone call by 9.30am, the school will contact you to find out why your child is not in school. A home visit may be carried out by our Safeguarding Team.

We do not authorise Leave of Absences during term time unless it is in exceptional circumstances.

Kind regards,
Miss Shipley
Safeguarding and Attendance Officer

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