



Headteacher: Mrs. Jane Mullarkey
Deputy Headteacher: Ms Trish West

12th September 2018

Dear Parents and Carers,

As you may be aware, in accordance with government guidelines, we are unable to authorise any request for children to miss school due to holidays or extended leave. Once your leave of absence form is completed, and the request submitted, a decision whether or not to issue a penalty notice will be made. Families may be fined £60 per parent, per child, as a result of children missing education.

One of the main reasons children have poor attendance is due to extended holidays taken during term time.

Last year, 867 days of education were lost at Wingrove. So far, in eight days, 19 pupils have contributed to 119 days of unauthorised absence.

Our target for attendance is 96%. It is currently **93.6%**. We must work hard to achieve our goal.

“Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in both primary and secondary school” Department of Education 2013.

Please think wisely when booking to go away and try not to take trips during term time. School is only open to children 190 days each year. A calendar of school terms and holidays can be found in the foyer or on our website.

Every day counts.

Yours faithfully,

Mrs. Prosperini
Administrative Officer

WINGROVE PRIMARY SCHOOL



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