



SADDLEWORTH PRIMARY SCHOOL

Quality Relationships-Diversity-Achievement-Security-Enjoyment

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Attendance End-of-Term Letter

Dear _____,

One of our continuing priorities is to address issues of attendance among students. Our records for Term 1 (2018) show that your child _____ has been absent on _____ days and/or late on _____ days or has had _____ early departures.

We understand that this may be due to unavoidable reasons, including illness or family holidays, which cannot be taken at any other time of the year.

However, irrespective of the cause, research shows that students who are absent for more than 10 days per year are disadvantaged both educationally and socially.

Your child is at risk of falling into this category and you should be aware that their absence and lateness over the course of this year so far will have a detrimental effect on their education. Some of the effects experienced by these students include:

- Gaps in knowledge and understanding resulting in missing basic concepts.
- Lack of continuity and familiarity resulting in them feeling less secure in the school environment.
- The loss of opportunities for play activities which improve social, emotional and cognitive development.
- Missing out on learning important basics such as class rules and behaviour norms.
- Belief that punctuality and attendance are unimportant.
- Inability to maintain friendships resulting in isolation or teasing.
- Loss of self-esteem and self-confidence.
- Increased likelihood of leaving school early.

Attached to this letter answers some 'Frequently Asked Questions' regarding school and processes around attendance.

We ask you to consider the reasons for your child's absences/lateness/early departures and try to improve his/her attendance. Should you be experiencing a problem getting your child to school, please call us to make a time to talk as we can possibly help you or bring in Support Services that can assist with such problems.

With kind regards,

Joyce Dinan
Principal