



Hollin Primary School
Waverley Road
Middleton
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M24 6JG

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Email: office@hollin.rochdale.sch.uk

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Headteacher: David Fenton

Deputy Headteacher: Paula Noon

Wednesday 16th May 2018

Dear Parents/Carers,

Last academic year, our overall school attendance was a touch below 95%, which is not good enough. We were asked to improve this area and have taken steps to do so.

Since September, we have worked hard to improve attendance at Hollin. Each week, we update the attendance display in school. The class with the best weekly attendance is presented with a trophy in our "Graduates" assembly and this is shared on the school website and Twitter page. Attendance of all children is monitored every 2 weeks.

We have introduced special half termly attendance celebrations. The numbers of children receiving the rewards are pleasing and are listed below.

	Early Years	Year 1 to Year 6
1 st autumn term	39 children	207 children
2 nd autumn term	29 children	190 children
1 st spring term	25 children	134 children
2 nd spring term	32 children	210 children

In addition, we continue to reward children who achieve 100% attendance in the whole term with a medal and certificate. Again, the numbers can be seen below.

autumn term	108 children
spring term	105 children

The large majority of parents and families support the school and their child's attendance by ensuring that they come to school regularly, and on time. Thank you. You give school no cause for concern whatsoever.



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However, for the benefit of all parents, and the whole school community, the following needs to be made clear:

- If your child is not well enough to come into school, please notify the school office. If you don't notify us, then the school office will contact you as we are required to keep an accurate record of every absence.
- Where medical appointments cannot be made outside of school time, please bring in evidence of any medical appointment.
- Any absence should rarely last for longer than 2 school days, although we accept that an illness like chickenpox will keep your child off school for longer.
- If your child is unwell, and a valid reason provided, then this will be authorised on a maximum of three separate occasions in an academic year. Any further absences will be recorded as unauthorised. A build-up of unauthorised absences will result in a penalty notice being issued.
- If your child's attendance falls below 90%, your child will be classed as persistently absent by the Government. As soon as attendance falls below 90%, any absence (no matter how genuine) cannot be authorised.
- Holidays in term time will not be authorised. An unauthorised holiday for 5 school days or more will qualify for a penalty notice.

In conclusion

- This academic year, our overall school attendance currently stands at 95.5%. The vast majority of parents send their child/children to school regularly. Thank you.
- Regular absences from school will affect your child's attainment and progress.

We hope you will continue to support our efforts to raise attendance at Hollin.

Yours faithfully,

Mr D. Fenton
Headteacher