



# Malin Bridge Primary School

Chorus Education Trust

Dear Parents and Carers,

Welcome to our school community. We are very much looking forward to welcoming your child into our Foundation Stage and supporting them as they begin their learning journey with us.

My name is Kathryn Allen, and I am the school's Attendance Champion. One of my roles is to work with families and staff to promote good attendance and punctuality, as these play a vital part in helping children to feel happy, settled and ready to learn.

In the Early Years, children learn through routines, play, talk and relationships. Coming to school every day helps your child to:

- \* Feel secure and confident in a familiar routine
- \* Build strong friendships and positive relationships with adults
- \* Develop early communication, social and learning skills
- \* Settle more quickly and enjoy their time at school

Even short or occasional absences can make it harder for young children to keep up with routines and learning, as every day in Foundation Stage builds on the last.

We understand that children do sometimes become unwell, and if your child is too ill to attend school, please let the school office know on the first day of absence. If your child is going to be absent for more than one day, we ask that you keep us informed. You can use resources like the NHS 'Is my child too ill for school?' guide to help make that decision.

To support good attendance, we ask parents and carers to:

- \* Ensure children arrive at school on time each day
- \* Contact school promptly if a child is absent
- \* Avoid taking holidays during term time wherever possible, as these cannot usually be authorised

If we have concerns about attendance or punctuality, we will always work with you in a supportive way to understand any difficulties and offer help where we can.

Starting school can be a big step for both children and families, and we are here to support you. If you have any questions or concerns about your child's attendance, punctuality or settling into school, please do not hesitate to get in touch.

We look forward to working in partnership with you to give your child the very best start to their time at school.

Yours sincerely,

Kathryn Allen

## *Outstanding Achievement for All*

Acting Headteacher: Mr Chris Hague

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Chorus Education Trust CEO: Chris James

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Attendance Champion