



CHRIST THE KING CATHOLIC PRIMARY SCHOOL

Headteacher: Mrs Clare Tickel

Deputy Headteacher: Mrs F Perry

Assistant Headteacher: Mrs M Lord

Durdells Avenue Kinson Bournemouth BH11 9EH Tel.(01202) 574277

Fax. (01202) 594114 e-mail christtheking@ctkcps.com

Diocese of Plymouth, registered charity number: 213227

Website: www.ctkcps.com

11 February 2020

Dear Parents / Carers,

As you know, your child's attendance is important to us. The more time they spend in school the more chances they have to engage with education, meet their potential and learn valuable life skills. Both the Government and independent studies agree that high attendance and attainment are strongly linked.

To promote this positive link between attainment and attendance, the Government closely monitor Schools attendance. Christ the King Catholic Primary School's minimum target for all of our children is 96%. Pupils should only be absent for authorised reasons, one day missed is a day's learning not received.

Leave of absence requests will not be authorised, however consideration will continue to be given to requests where exceptional circumstances apply. Your child's attendance percentage for three consecutive terms prior to the request, the level of unauthorised absence and your child's attendance on return following leave, will be taken into account in reaching the decision to authorise an absence and as to whether a penalty notice will be requested.

It is important that we can account for your child's whereabouts, so please continue to complete a 'Leave of Absence' form available from the School Office. Where we are unable to locate your child, safeguarding triggers are met, which may involve a home visit, referral to the Education Social Worker and/or the Police.

As a school, we are reliant on a positive relationship between home and school; it is the best recipe for ensuring a positive experience for your child. Please ensure your child is in school on time, where possible make appointments outside of school times and please carefully consider any leave from school. We are here to support your child and can be available to offer advice or sign post you to Services, not exclusively with regard to housing, health issues, employment and hardship.

Our Education social worker Alyson Hammond-forge is available here at school every Tuesday afternoon, if you would like to meet with her please advise one of our Admin Team in the School Office.

Yours sincerely

Clare Tickel

Headteacher