



Kindness • Perseverance • Success

Kingsway Primary School

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Dear Parents,

This term we have introduced a new termly 'Traffic Light' system as a way of monitoring attendance at school. At the end of each term we will be sending out attendance letters on coloured paper to celebrate good attendance levels and to highlight any areas of concern. The minimum attendance level expected by us in school is 96%.

These letters will be issued each term and detail your child's current attendance. Letters are colour coded to match our attendance traffic lights.

GOLD CERTIFICATE = 100% Attendance, Fantastic!!!

Green Letter = 96% attendance and above. Best chances of success, Good.

Amber Letter = 90% to 95% attendance. **NEED FOR SOME IMPROVEMENT.** Attendance will be monitored weekly.

Red Letter = 89% and below. Poor with serious concern. **DANGER ZONE PERSISTENT ABSENTEE.** Panel meetings will be called to address issues and provide support to improve.

Although these letters will be issued termly, we will be closely monitoring every child's attendance on a weekly basis. If your child's attendance has dipped we may invite you for a meeting.

Miss Clayton

Attendance Improvement Officer

