



Paston Ridings Primary School
 Paston
 Peterborough
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Headteacher: Mrs J Cook

Deputy Headteacher: Mrs N Harradine
 Deputy Headteacher: Mrs G Hayes

9th June 2020

Dear Parents or Carers,

Please find attached our 2019 Attendance Policy, which has been updated in line with new Local Authority guidelines. This was approved by Governors and came into force from 1st November 2019.

The leaflet explains that parents can be fined if their children are persistently late to school or if their attendance falls to 90% or below in a given period. We continue to only approve Leave of Absence in exceptional circumstances, and any unauthorised leave of absence can lead to the Local Authority issuing a penalty notice.

To ensure that you are aware of your child's level of attendance, we now issue letters to inform you of when attendance drops below 95%.

We would like to thank you for your support to the school to ensure your child/ren attend school regularly and arrive on time.

The full policy is attached and is also available to download from the school website www.pastonridingschool.co.uk.

Please complete the reply slip below to confirm that you have received the attendance policy and return to school.

Regards.

Mrs N Harradine
 Deputy Headteacher

Attendance Policy 2019-20

I confirm that I have received the school Attendance policy 2019-20.

Name of child: _____

Name of parent / carer: _____

Signed: _____

Date: _____

