St Michael and St Martin Catholic Primary School

Belgrave Road, Hounslow, Middlesex TW4 7AG

Headteacher : Mrs N Duggan
Deputy Headteacher : Mrs S Bell
Chair of Governors : Mr Paul Lemaire

Learning our faith, Living our faith, Loving our faith

6th January 2025

Dear Parents / Carers of Nursery

Following a review of our whole school attendance for the period between September – December 2024. I am writing to express my concern with regards to the dip in the year groups attendance towards the end of the autumn term.

AM Nursery	%
September 2023	93.92%
October 2023	90.17%
November 2023	91.35%
December 2023	85.71%

PM Nursery	%
September 2023	96.21%
October 2023	97.90%
November 2023	87.29%
December 2023	88.13%

As I am sure you are aware regular attendance is important so that *all* pupils, *regardless* of year group are able to maximise their educational opportunities. Extended absences have a detrimental effect not only to your individual child but also to the whole class, as normal daily routines and processes are interrupted.

You will see from the above that attendance in *both* Nursery classes dropped significantly throughout December 2024. At this point in the academic year the expectation is that Nursey will attain a monthly attendance level of well over 90%. To enable this to happen *everyone* must play their part by ensuring that their child is in school as much as possible.

These low attendance percentages cannot be attributed simply to pupil illness as we received *many* requests for term time leave. Disappointingly, the actions of some families has resulted in the above.

Furthermore, may I please bring your attention once again to our : School Uniform Requirements. Please *do not* overheat your children with layers under their uniform, this can be very uncomfortable for them within a warm classroom environment and can often lead to them feeling unwell. Please ensure that *all* of your child's uniform has their name clearly marked on each item, staff cannot be held accountable for misplaced items. Furthermore, trainers should ***not*** be warn in place of school shoes, school shoes should be able to take polish. Please also remember that fashion haircuts are ***not*** allowed.

I would like to thank those families who continue to ensure that their child is in attendance every day and ask that you are all mindful of your child's attendance throughout the spring term.

Yours sincerely

Mrs Duggan
Headteacher

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