



King Edwin Primary School

South Avenue, Amble, Northumberland,
NE65 0ND Tel: 01665 710388

Headteacher: Lizzie Jackson Deputy Headteacher: Dawn Hunter



YOU ARE RECEIVING THIS LETTER BECAUSE YOUR CHILD'S ATTENDANCE AT NURSERY IS BELOW 92%

Under 5s LETTER 1

(Date)

Dear

Child's Name:

DOB:

Form Group:

Attendance:

Dear Parents,

At **King Edwin Primary School** we have an attendance target of at least 97% for each pupil. As low attendance at school may be an indicator of a possible safeguarding issue or help identify if a child or family is in need of support, we closely monitor this on a regular basis.

Through our regular monitoring of attendance, it has come to our notice that **(name of child)** has had quite a lot of time off school so far this year.

The attendance figure we have for **(name of child)** stands at **(attendance %)** which is significantly lower than our overall school target of 97%.

While we appreciate that some of **(name of child)** absence was due to illness, there are also six days of unauthorised holidays and it is important to point out that this level of absence is likely to be affecting his progress.

Once children turn 5, the Local Authority Education Welfare Officer (EWO) may get involved where attendance is of concern. We hope that **(name of child)** attendance will begin to show an improvement so that future EWO intervention will not prove necessary.

If you feel that you may benefit from some additional support or advice to help improve your child's attendance or would like to discuss your child's attendance in more detail, please don't hesitate to contact me.

Thank you in advance for your co-operation in this matter.

Yours sincerely,

Headteacher