



Mr Mark Griffiths  
Headteacher

With God, all things are possible.

**ST. MARGARET'S ANFIELD CE PRIMARY SCHOOL**  
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23<sup>rd</sup> August 2021

Dear Parents/Carers

We understand that the last year for our children has been extremely disruptive and that working from home and having time off, became the norm due to isolation periods. Looking ahead to our new school year in September 2021, we are looking forward to all pupils being back in the building full time, all the time, as laid out by the Department for Education.

**All students will be expected to achieve 100% attendance and have 100% punctuality.**

If a child is absent for any reason, whether it be illness or for a medical appointment, this must be reported to the Admin Team in school either by telephone 0151 260 5522 or via the SMA Parent App which is available to all parents/carers.

Failure to report an absence will result in this being unauthorised. If a child records 3 or more absences this will automatically be discussed with the Education Welfare Officer, who may consider taking further action. This could include a Penalty Notice Fines and/or Court Proceedings.

Holidays will also be regarded as unauthorised absences and may be considered for a Holiday Fine should you take your child out of school for this reason.

We do understand that there may be mitigating circumstances for some absences and these will always be considered but communication of any issues is crucial to enable us to support your child in attending school and supporting them in achieving their full potential.

The drive to improve your child's attendance begins at home, and together with your invaluable support we can ensure the best future for your children.

Thank you for all that you have done and continue to do to ensure that your children attend school.

Yours faithfully

The Welfare/Attendance Team.



2019-2022

Truth - Fairness - Justice - Joy