

## Support

We recognise that good attendance and timekeeping can sometimes be difficult. In these situations we will do all that we can to support children and families.

### Flying Start Group

For pupils who may need a settled start in the morning before going into class. This can be used by pupils as and when they may need it upon discussion with their class teacher.

### Breakfast Club

We have a school breakfast club which is open to all pupils and families for free. This runs in the school every morning from 8:15am to 8:45 am.

### Skilled Start to School

Every class will be having a skilled start to the morning to encourage pupils to get to school on time.

## How can you Help?

- Aim for 10 hours sleep a night for your child. This will make the following day at school easier for them to cope with.
- Make sure your child eats breakfast, it helps them stay alert at school.
- Help your child develop routines.
- Get their school bag ready the night before.
- Develop a night time routine that involves checking their homework, reading & bed.
- Try & make sure that any medical/dental appointments are made for after school.
- Never take holidays in term time.
- If you know your child will be absent from school, write a note before the day of absence.

## Caskieberran Primary School

Ravenswood Drive  
Glenrothes  
Fife  
KY6 2NZ

Phone: 01592 583418

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## Promoting Good Attendance and Timekeeping



Tel: 01592 583418

## Why is it Important?

At Casbieberran we are committed to supporting all learners to achieve their full potential by promoting good attendance and timekeeping. Good attendance and timekeeping are essential to the progress of all learners in school.

Although we would like to strive for 100% attendance every year. Our current target is 95% attendance.

Pupils were asked why they think it is important to attend school every day and these are the key things they came up with:

- learning new skills
- making friends
- having lots of fun
- building lasting relationships
- taking part in exciting activities

You can help us to help your child by encouraging regular school attendance.

## Did you Know?



School data shows a link between poor attendance & under-achievement

Missing just 10 mins of school a day is the same as missing two weeks over the year.

Research shows that pupils who attend school regularly are more likely to do well in the future.

90% attendance is equivalent to a full month off school in a year!



## Our Policy and Procedures

### Parents and Carers

We would expect parents/carers to notify the school if their child is to be absent from school before 10am and to provide a reason for their absence. This can be done by phone **01592 583418** or by text message, through the Group Call messaging system on **07860003686** or through the Expressions App. Parents/carers should ensure children return to school as soon as possible after their absence.

### School Staff

Attendance will be monitored each month. Parents/Carers will be contacted via telephone/email if attendance drops below 85%. Lateness will also be monitored closely. At all times the school will work with the parent/carers and pupils as best they can to support and put things in place to encourage improvement. This will be the case for all absences even if they have been explained.

If there is no improvement noted then the school may have to involve partner agencies to ensure that the most effective support is being offered to the child and parent.

If you have any queries with regards to the above procedure please do not hesitate to contact the school.