

1 September 2022

Dear families,

What a lovely start to the new school year we have had!

I wanted to write separately to you about attendance and punctuality this year. The Dixons expectation is that your child will attend school for a minimum of 97% of the available sessions in a year. This means missing no more than **5 days per year**. Whilst we realise genuine illness does happen, we were particularly badly hit last year with families taking children out of school for extended visits abroad.

When you choose a Dixons school for your child you sign a home/school agreement to say that you will not take your child out of school for trips abroad outside of school holidays. We have 13 weeks holiday every year to take a holiday. Requests for extended leave are rarely authorised and we do follow the local authority guidance, which usually results in a fine. This fine does not go to the school but is received by the local authority and is used to support the work around improving attendance in Bradford.

Punctuality is just as important – when a child misses the beginning of the school day it can be extremely difficult to catch up and can also be unsettling and distressing for them. We open our doors at 8.25am and lock the gates at 8.40am promptly – this is plenty of time to get into school. Children need to be taken to the office after 8.40am and they will be marked as late.

Even one day's missed learning can really disrupt a child's education. If your child is off at the beginning of a week they often miss the introduction of new subjects and all the instructions they need for the weeks ahead. If they miss the middle or end of the week, they miss the main part of a topic or the celebratory writing at the end. This can have a long-lasting impact on future learning. If your child is poorly or has certain infectious conditions then they do need to remain at home – if you are unsure please ring the office for advice. However, if your child complains of mild symptoms, such as a tummy ache or headache, please give Calpol or similar and send them to school. Children often feel better once they are in school and we would not keep a poorly child in school – we would always call you if we feel they should be at home.

Routine appointments should not be made in school time and we will always ask for proof of appointment. Appointments should be made after school or in the holidays.

We thank you for your support in this area and we hope to see improvements in attendance this year.

Yours sincerely,



Helen Haunch  
Principal

