Good Attendance at Manor Park

Manor Park promotes excellent attendance and punctuality at school and this remains a high priority on our School Improvement Plan for the coming academic year. The school staff and Board of Governors, alongside the Local Authority, believe that it is essential for all our pupils to attend school on time and avoid unnecessary absence, including holidays in term time. Any loss of time at school can significantly and adversely affect a child’s attainment, progress and ultimately future life-chances.

To this end, we will do all that we can to encourage parents/carers to ensure that the children in their care achieve maximum possible attendance and that any problems that prevent full attendance are identified and acted on promptly. At Manor Park, we have an excellent safeguarding team, with Learning Mentors who track attendance and offer support to families. They also work closely with the Local Authority, when poor attendance is identified.

Any requests for leave of absence during term time, for any reason, will first need to be discussed at a meeting with the Headteacher, Mrs O’Connor, or a member of our senior leadership team. Please contact Mrs Hull to make an appointment.

Please read our accompanying information on how poor punctuality and attendance can impact severely on a child’s education.

At Manor Park, we believe that it is important to celebrate good attendance and punctuality, which are important life-skills. We celebrate attendance in the following ways:

- A weekly Attendance Cup awarded to the class with the best attendance for that week.
- Individual rewards for children achieving a full term of 100% attendance - certificates and badges will be awarded to these children to celebrate their efforts.
- Children who have achieved 100% attendance in any term will then be entered into a prize draw at the end of the academic year, with the chance to win a very special prize.
- Any class achieving 100% attendance, with no late marks, across a whole week will be awarded £100 to spend on a treat.
- The class achieving the best attendance in a term, will be rewarded with a non-uniform day and a treat to celebrate.

We very much appreciate your support. We also look forward to working together with you, striving for outstanding attendance in our school community, so that children are given all the wonderful learning opportunities they deserve.

The Attendance Team

Mrs Jacoby, Mrs Haines and Mrs Hull.