

NEWSLETTER



Welcome back to a brand new academic year!

At Peters Hill Primary, we believe that excellent attendance and punctuality are vital for every child's academic success and personal development. Every school day matters – even short absences disrupt learning and progress.

Parents are legally responsible for ensuring their child attends school daily. Unauthorised absences may lead to legal action.

To safeguard all pupils, our Governing Body ensures a robust attendance system is in place, accounting for every child each day school is open.

We work closely with families to promote regular attendance, offering support where needed. Our school is a happy and caring environment, where children thrive best when they feel safe, supported, and engaged.



The DfE set attendance targets for every school. This year our target is **96%** and you can help us achieve this!

The link below will take you to Dudley LA webpage for FAQ about attendance expectations, fines and absence;

<https://www.dudley.gov.uk/residents/learning-and-school/education-support-service/school-attendance-advice/>

Our daily process...

We take the register twice a day and check for absence messages...

If we have not received an email or phone call with reason for absence we will call you...

If we are unable to make contact we will carry out a home visit...

If we are still unable to make contact, we may have to alert Children's Services for advice...

Term Time Holidays

There are 190 school days and 175 other days in the year that can be used for holidays and other occasions.

The school academic year is set out a year in advance and available on the school website.

A reminder that we **DO NOT** authorise holiday during term time. Leave of absence applications are intended for families where there is an exceptional circumstance that requires a child to be away from school. If you do feel that you have an exceptional reason for requesting leave of absence, please complete a leave of absence form, available from the school office.

Our Attendance Team

Attendance is everyone's responsibility in school, but these staff have specific accountability for Attendance at Peters Hill.

Mrs Belcher
Vice Chair of Governors

Mrs Curnin
Deputy Headteacher/DSL

Mrs Bird
Attendance Officer

Mrs Bridgewater
Safeguarding Officer



Recent Attendance (27 Aug 2026 - 03 Sep 2026)

Present
4 sessions (100.00%)

Late
0 sessions (0.00%)

Authorised absent
0 sessions (0.00%)

Unauthorised absent
0 sessions (0.00%)

Statistics for Academic Year
2026/2027

Possible sessions
4

Present
4 sessions (100.00%)

Did you know the attendance section on the Arbour App is now live?
You can check your child's attendance % throughout the year as well as seeing the actual sessions attended out of the possible sessions.

A day equates to 2 sessions.

Please contact the school office if you are having issues seeing this on the Arbour App.

Appointments in School Time

Where possible, general appointments with a GP, Dentist or similar should be taken outside of school hours, school may request proof of appointment. We appreciate that some specialist appointments cannot be taken outside of school hours, again, proof of appointment may still be requested.

Thank you for your assistance with this.



Is your child well enough for school?



The NHS has a quick guide for parents to quickly check if they are unsure about sending their child to school.

It covers numerous conditions and illnesses, listed alphabetically for quick reference.

You can always contact the school office for further advice too - 01384 816740

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>



It is very important that you inform us of all absence, planned and unplanned.

Without valid reasons for absence, this can quickly become a safeguarding concern.

Ensure all absence is reported via the school telephone absence line 01384 816740 (option 1) or the absence email address -

absence@petershillprimary.org

Attendance Policy

Our Attendance Policy has been updated inline with new Government Legislation - **Working Together to Improve School Attendance 2026**.

You can find this on the website under the 'Key Info' Tab and by clicking on 'Attendance'.