



Thursday 29th April 2021

Dear Woodberry Down Families

**Re: Attendance & Punctuality**

There is no doubt that, for the vast majority of us, life is beginning to feel a lot more normal. With the coronavirus infection rate decreasing significantly over the last few weeks, we have finally been able to do many of the things that we enjoy.

Data provided by Hackney Council is very positive. During the week ending 6th April, there were three recorded positive cases of coronavirus in schools across the borough. This information is very encouraging and would indicate that schools are far safer now than they were at the end of 2020.

With this in mind, I wanted to remind our families of the importance of school attendance and punctuality.

Since all pupils returned to school on Monday 8th March, school attendance has been obligatory. **This means that all pupils are expected to be at school every day unless they are unwell.** This week, many of you have received letters from the school where your child's attendance has fallen below an acceptable level. We work closely with Hackney Council's Attendance Officers to ensure that all of our children are attending school regularly. Ultimately families who continue to have high rates of non-attendance could face a financial penalty.

I would like to remind all families that the school gates open at **8.45am** each morning. **The school gates will be closed at 9.00am.** Any pupil arriving after this time will be recorded as being late. Those who are late miss important reading and maths lessons. Missing ten minutes of school each day would equate to 5 hours each half term. Thirty minutes out of school each day is equivalent to three days per half term.

Please note that all children finish school at 3.30pm each day and that no child should be collected before this time. If you have any questions about this, please do not hesitate to approach me. Otherwise, please do not arrive early to collect your child as we will not dismiss them until the end of the school day. Thank you for your support.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Derek Hewie".

Derek Hewie  
Headteacher