



Attendance Newsletter Summer '24 - Issue 10

Cottenham Primary School



H.E.R.O. Certificates

Last half term 249 children achieved their H.E.R.O. Certificates. These have been given out at the start of the second half of summer term. The H.E.R.O. certificates are awarded to children who have 100% attendance and no late marks during a half term period.

Authorised or Unauthorised Absence?

If your child is ill, the school will need details of their illness. If the reasons for the absence are made known to us, and are appropriate, the absence will be authorised for the first few days. If their illness continues, you may be asked for evidence from your GP. However the school may not continue to authorise non-attendance for illness if it becomes too frequent. If your child's attendance falls below 90% (persistent absentee), you will also be asked for medical evidence in order for the absence to be authorised. If there are any particular medical circumstances that the school may not be aware of which is having an influence on your child attending school regularly, please inform the school office.

Term Time Holidays

We would like to take this opportunity to remind all of our parents that time off during the school term is only authorised in highly exceptional circumstances and all parents/guardians must complete a request form before taking any time off school.

Unfortunately 18 families have taken their children on holiday during this academic year so far, meaning that many of our pupils have missed vital learning time.

There have been 344 days missed by our pupils this year due to unauthorised holidays. We have had to refer a number of parents for Fixed Penalty Notices already this academic year. Please consider the above before you book your holidays.

Silver & Bronze Attendance Badges

In the Spring Term 156 children received their Silver Attendance Badge, and 24 children received their Bronze Attendance Badge. These attendance badges are accumulative and given out to children with a minimum of 98% YTD (Year to Date) attendance.



Absence Reporting

Please note that if your child is ill and not going to be in school you will need to inform the School Office by 9 am at the latest every day they are not at school.

Who looked after the SAM Bears last half term?

Week ending	EYFS	KS1	KS2
16/02/2024	RGT	1/2LW	6CH
01/03/2024	RSP	1/2LW	4/5LD
08/02/2024	RMJ	1/2LW	6CH
15/03/2024	RGT	1/2LW	4/5SS
22/03/2024	RSP	1/2SR	6CH