



Ditton Church Pre-School



Attendance Policy

Introduction

At an early age, continuity and consistency are important contributors to a child's well-being and progress. We believe good attendance is essential for children to take full advantage of the learning and development opportunities available to them in their early years.

Our Aim

To promote good attendance and set good habits in preparation for school.

We strive to:

- Create a culture where good attendance is valued and normalised.
- Value the individual child and their family.
- Be socially and educationally inclusive.

Rationale

Through regular attendance, children build up the secure attachments they need for healthy development. A regular routine supports the young child to feel settled and secure. Unsettled children have higher stress levels which in turn prevent them from being able to benefit fully from the learning opportunities available.

Studies show that children who regularly attend Pre-School and Early Years settings have better early academic attainment and social-emotional well-being than those who do not attend. Children with good early years attendance also perform better than their peers at the end of Reception. This means that a lack of attendance could affect your child's learning and development. Therefore, regular, and punctual attendance is paramount so that all children have full access to the Early Years Foundation Stage Curriculum.

Procedure

Children should be at their setting on time for the days and hours they attend unless the reason for their absence is unavoidable. Parents are expected to inform the setting of an absence by phoning us on 07845 921621 or emailing us to info@dittonchurchpreschool.org.



If a child is absent without an explanation for a day staff will contact parents to ascertain the reason for the absence.

If a child is absent for a prolonged period of time without notification from the parent or carer, further attempts must be made to contact the child's parents and/or carers, and if necessary, alternative emergency contacts.

Young children can sometimes be reluctant to attend Early Years provision. This could be because they are tired or just want to stay at home with their parents. However, it is always better to support your child's well-being by reminding them that they will have a great time with their friends, playing and learning. Cooperation and communication between home and nursery is the best way to support a child's well-being needs.

Supporting Families

We recognise that sometimes families may need extra support with attendance, therefore effective communication is essential between you and your child's key person. Pre-school will collaborate with you to support your child's good attendance and punctuality. Where children's attendance is not improving, we will talk to you about the available support, for example, implementing bedtime routines, supporting you with healthy eating, referrals to early help or other support agencies.

Transition

If you decide to move your child to another setting, then please inform us so that we can send records to the next setting to ensure a smooth transition and we can take them off our register.

Safeguarding

We all have a duty to keep children safe and protect them from harm. Poor attendance can be seen as a safeguarding issue. Please see our safeguarding policy for further information.

Funding

If parents are in receipt of local authority funding for their child's place it is important that children attend regularly or parents notify Pre-school of reasons for absence, such as sickness or holiday, so that we can update our registers accordingly. Pre-school have a duty to report regular non-attendance without notification to the local authority funding department.

Conclusion

Let's all work together to support attendance in the Early Years. We are here to support you and your child.

This policy was adopted by the:

Ditton Church Pre-School Management Committee

Date:

November 2024

Signed on behalf of the Management Committee:

Role of signatory:

Chair of Management Committee

Next review date:

November 2025