

# St. Catherine's Primary School

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26 November 2021

Dear Parent

We recently had a visit from our E.W.O. (Educational Welfare Officer).

It has been noted that your child's attendance at school as of the end of October 2021 was **less than 85%**.

(" Pupils whose attendance at school falls below 85% and where there is a concern may be referred to the Educational Welfare Service" [Information for parents, pupils and schools...Education Authority Document])

We know that there has been a lot of infection in our community and we wish to support families as best as possible during this difficult time. You can help us by making sure that school is informed about any absence and the reason why it is happening so that the correct codes can be registered for your child. For example, if your child has confirmed Covid 19 or suspected Covid 19 and needs to isolate ; there is a particular code that can be registered for them that will **not affect their overall attendance figure**; so if staff know this, they can code absence accordingly. We appreciate your support in this matter.

In accordance with our Pupil Attendance Policy we are obliged to make you aware of your child's attendance figure and request that every effort is made to ensure regular attendance at school where at all possible.

We have an "Full Termly Attendance" accolade for our pupils whereby they are praised for 100% School Attendance and have a FREE Breakfast Voucher given for FULL TERMLY ATTENDANCE.

We believe that high attendance at school leads to success for our pupils.

We trust that you will give us your support and cooperation in this matter. If you have any further queries do not hesitate to contact me.

Sincerely yours

Mrs. Bridget Wilders  
Principal



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