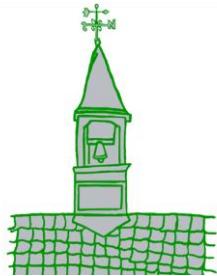




# Fakenham Primary Federation



"Together we can"

Email: [head@fakenhamjunior.org.uk](mailto:head@fakenhamjunior.org.uk)  
Executive Headteacher: Adam Mason

Be the best YOU can be

Friday 21<sup>st</sup> November 2025

Dear Parents/Carers,

## Attendance:

Last year the attendance percentages at both of our schools were just above 95%. This is really good and means that we were above both averages for similar schools and national averages. Our current percentages are also slightly higher than we were achieving at this time last year - Attendance would be judged as a strength by OFSTED.

Thank you for ensuring your children are at school as much as possible. Attendance is important - if the children are not in school, on the days school is open, they cannot learn.

Now we are in November, we must start sending out attendance emails, where the percentage for a child is below 93%. These are sent out to ensure you are aware of your child's statistics. We are expected to monitor and support you, if appropriate, to achieve good attendance. We know that for some of the children, they have been ill and they may have only been absent for one short period of time. If this is the case, you have nothing to be concerned about – these letters do not mean you are being referred to the Local Authority for action. We will always take a sensible approach - if we are concerned, our first action would be to contact you and offer support, unless the absence is due to an unauthorised holiday – in this instance we are then required to refer the absence directly to the Local Authority.

Lateness is also monitored and emails will start being sent out, as arriving late not only affects your child but causes disruption for the whole class. We realise that sometimes things happen outside of your control that cause lateness, but we need to stress the importance of punctuality. The school day starts at 8.30am for FJS and 8.45am for FINS.

Mrs Denny, the Federation pastoral support lead and attendance officer, or Mrs Clements, pastoral support, may have already reached out to you. If they have, or do so in the future, please work with them to help you, to help your child attend school regularly.

A copy of our Attendance Policy can be found on our websites.

**Coats:**

Thank you for trying to ensure your children have coats with them each day – it is very cold at times now, so they do need them.

**HELPs and Friends:**

Thank you to the parents and staff who are giving up their time to organise and run the discos – tonight at FJS and next Friday, 28th at FINS. I am sure the children appreciate the efforts of everyone. The money raised will also support the children in school.

I hope you have good weekend,

Adam Mason