

Attendance Policy

Regular attendance is important for your child's learning, development, and wellbeing. We encourage all families to ensure children attend their agreed sessions wherever possible.

- **Attendance is monitored as part of our funding requirements. Children should attend their agreed sessions, and parents or carers should notify us as soon as possible if their child will be absent.**
- **Any absences that are not explained or accounted for may affect funding eligibility, as we are required to maintain accurate attendance records in line with funding requirements.**
- **Accurate records of children's arrival and departure times are also an important part of our safeguarding responsibilities. Monitoring attendance helps us identify any unexpected or concerning patterns of absence and ensures we can account for every child in our care.**
- **If your child's attendance changes or they are unable to attend their usual sessions, please let us know as early as possible.**
- **We ask all parents and carers to work in partnership with us by ensuring children attend their allocated sessions consistently. Regular attendance helps children build secure relationships, establish routines, and achieve the best possible outcomes in their learning and development.**

By working together to maintain good attendance and clear communication, we can provide the safest and most beneficial experience for every child.