



Gobowen Primary School

School Lane, Gobowen, Oswestry, Shropshire SY11 3LD

Headteacher Mr Ronan Walsh

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Nurture Grow Flourish

15.09.26

Dear Parents and Carers,

Re: Attendance and Punctuality

We are writing to remind all parents and carers of the importance of children attending school every day and arriving on time.

Our school gates open at 8:45am, and we ask that all children are in school and ready to begin their learning promptly. We have noticed an increasing number of children arriving late, and this is beginning to have an impact on both their learning and the smooth running of the school.

When children arrive late, they miss important learning that begins immediately in the morning. This includes early morning work and intervention activities that are carefully planned to support children with their individual learning needs. In some cases, children are also missing the beginning of phonics, which is a vital part of learning to read. Missing even a small amount of this daily teaching can make it more difficult for children to keep up with their peers.

There is also an impact on our school office. Mrs. Jones is working on her own in the office until 9:30am, and the time spent dealing with late arrivals significantly affects her ability to carry out other important aspects of her role.

We would also like to raise further concern regarding attendance. The school and our Education Welfare Officer have noticed a pattern of children not attending school on Fridays. We would like to remind parents that school attendance is expected every day of the school week, including Fridays. The Local Authority monitors attendance closely alongside the school, and we are required to follow up concerns where attendance falls below expected levels or patterns of absence emerge.

We fully understand that children do sometimes become unwell and need to remain at home until they are well enough to return to school. We would never expect a child to attend school when they are too unwell to do so. However, where children are well enough to attend, it is extremely important that they come to school every day and on time.

Good attendance and punctuality give children the best possible opportunity to make progress, develop positive routines and get the most from their education.

We ask for your continued support in ensuring that your child arrives at school on time each morning and attends every day wherever possible.

Thank you for your understanding and support.

Yours sincerely,

Mr. Walsh
Headteacher