



**Thomas Buxton  
Primary School**

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Dear Parents and Carers,

### **Medical Appointments**

Good attendance is essential to help children succeed in learning. Regular school attendance enables children to achieve their full potential; academically, personally and socially. **We aim for 97% attendance for each child. Attendance below 90% is considered 'Persistent Absence' and is a serious cause for concern.**

This letter is to remind parents and carers that the impact of non-urgent medical appointments being made during the school day has a negative impact on attendance and on children's learning.

We ask that:

- **Parents/carers make medical appointments outside of school hours wherever possible. This includes dental and optometry appointments**
- **Where this is not possible (for example, a specialist hospital appointment), parents/carers are expected to obtain approval for their child's absence as far in advance as is practicable through the school office and Ms Angie Lycett (Attendance Lead)**
- **Parents/carers are responsible for ensuring that their child misses only the amount of time necessary to attend the appointment.**
- **Parents/carers must provide evidence of their child's appointment to the school office or to Ms Lycett**

If you have any questions regarding any of the above then please speak to a member of the Senior Leadership Team.

Yours sincerely,

Thomas Buxton Primary School