



## Bonneygrove Primary School

Executive Headteacher: Mr Craig Hamilton BEd (Hons.), NPQH

**Bonneygrove Primary School and Millbrook Primary School Federation**

Dark Lane  
Cheshunt  
Hertfordshire  
EN7 5ED

Tel: 01992 307900

Email: [admin@bonneygrove.herts.sch.uk](mailto:admin@bonneygrove.herts.sch.uk)

10 June 2026

Dear Parents and Carers,

Re: Attendance and Term-Time Leave

I am writing to share our current whole-school attendance information and to remind all families of the importance of children being in school every day and on time.

Our current attendance data shows the following:

| <u>Attendance category</u>                            | <u>Percentage of pupils</u> |
|---|-----------------------------|
| Severely absent — 50% or more sessions missed         | 0.2%                        |
| Persistently absent — 10% or more sessions missed     | 20.4%                       |
| At risk of persistent absence — 5–10% sessions missed | 31.8%                       |
| Good attendance — 95–99%                              | 34.8%                       |
| Excellent attendance — 99%+                           | 12.8%                       |

This means that 52.4% of pupils are currently below 95% attendance, while 47.6% of pupils have good or excellent attendance.

Every school day matters. Regular attendance helps children to make progress in their learning, build strong routines, maintain friendships and feel confident in school. Even a small number of missed days can quickly add up and can have a significant impact on a child's education.

For this reason, I must make clear that there will be no authorised leave granted during term time for holidays or other non-essential reasons. Children are expected to be in school every day unless they are genuinely unwell or there is an unavoidable exceptional circumstance.



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Please also remember the following important attendance expectations:

- Children should arrive at school on time every day. Lateness affects learning and can also impact the rest of the class.
- Medical and dental appointments should be made outside school hours wherever possible. Where this is not possible, children should attend school before or after the appointment.
- Parents and carers must contact the school on the first day of absence and provide a clear reason for the absence.

The school will continue to monitor attendance closely. Where attendance falls below expected levels, we will contact families and work together to provide support where needed.

To the many parents and carers who consistently support the school by ensuring their children attend every day and arrive on time, your support is greatly appreciated. Thank you for helping your child to make the most of every learning opportunity.

Yours sincerely

Mr Craig Hamilton  
Executive Headteacher  
Bonneygrove and Millbrook Primary Federation