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

18 November 2026

Dear Parents and Carers,

School Attendance – Every Day Matters, Every Minute Counts

Firstly, I would like to express my sincere thanks to the many parents and carers who ensure that their children arrive at school on time, every day, ready to learn. Your commitment to your child's education is greatly appreciated.

Children who attend school regularly and arrive punctually benefit from the full range of learning experiences we provide at Bonneygrove. This includes not only English, mathematics and the wider curriculum, but also opportunities to develop friendships, confidence, independence and important social skills.

Every school day matters, and every minute of learning counts.

Our Current Attendance Position

I would like to share our latest attendance information with you. The figures below cover the period 1 September to 18 November 2026 and relate to our 331 pupils of compulsory school age.

Attendance Measure	Percentage
Bonneygrove Primary School	**93.9%**
National Attendance	95.7%
Hertfordshire Local Authority	95.9%

Our current attendance is 1.8 percentage points below the national figure and 2.0 percentage points below the local authority figure.

Whilst many children attend school consistently, these figures demonstrate that we still have important work to do together.

Our latest information also shows that:

- **17.8% of pupils are persistently absent, meaning they have missed 10% or more of their possible school sessions.**
- **7 children have already missed 19 or more school days, with a further 3 children missing between 15 and 18 days.**
- **22 children have shown repeated patterns of lateness or absence on particular days.**
- **48 children have been absent immediately before or after a school holiday.**
- **Encouragingly, 22 children have recently improved their attendance, which demonstrates that positive changes can be made.**

These figures are concerning because missing school regularly can have a significant impact on children's learning, progress, confidence and friendships.

Why Attendance Matters

At Bonneygrove, we work hard to provide children with an exciting, engaging and ambitious curriculum. Every lesson builds upon previous learning, and when children miss school, they can miss important knowledge and experiences that are not always easy to replace.

For example, attendance of 90% might initially sound positive. However, over a full school year, this is equivalent to approximately 19 days of missed education – almost four school weeks.

We want every child to achieve their potential, and regular attendance is an essential part of making this possible.

Holidays During Term Time

I appreciate that family holidays can be expensive and that parents and carers may face challenges when arranging time away. However, holidays during term time are not normally authorised unless there are exceptional circumstances.

Our attendance information indicates that absence around school holidays remains an area of concern.

I would therefore ask all families to arrange holidays and other planned activities during the published school holiday periods wherever possible.

Please also be aware that under the national attendance framework, 10 sessions of unauthorised absence within a rolling period of 10 school weeks can meet the threshold for consideration of a penalty notice. This is equivalent to five full school days. The threshold can be reached through a combination of unauthorised absences, including unauthorised holidays and certain late arrivals after the register has closed.

Bonneygrove Primary School
Executive Headteacher: Mr Craig Hamilton BEd (Hons.), NPQH
Bonneygrove Primary School and Millbrook Primary School Federation

We would always prefer to work positively with families to improve attendance rather than reach the stage where formal action may be considered.

Arriving at School on Time

Punctuality is equally important.

When children arrive late, they may miss essential instructions, early learning activities and opportunities to settle into their classroom routines. Late arrivals can also disrupt learning for other children.

Please ensure that your child arrives at school in good time and is ready to begin learning at the start of the school day.

I fully recognise that children become unwell and that there are genuine circumstances when attending school is not possible. Children who are too unwell to attend should remain at home, and we will always consider individual circumstances, including medical needs.

However, where children are well enough to attend, we expect them to be in school.

If your family is experiencing difficulties with attendance, whether these relate to anxiety, morning routines, behaviour, medical needs or other circumstances, please speak to us. We want to work alongside you to identify practical solutions and ensure that your child feels happy, safe and supported in school.

Our aim is to improve attendance so that it is at least in line with national expectations, whilst ensuring that every child receives the support they need.

I would particularly like to congratulate the children and families who have maintained excellent attendance and those who have made significant improvements this term. Your efforts make a real difference.

We do not want children simply to attend school; we want them to enjoy school, feel that they belong and experience success every day.

Thank you once again for your continued support, understanding and commitment to your child's education.

Together, we can make a positive difference.

Yours sincerely,

Mr Craig Hamilton
Executive Headteacher
Bonneygrove and Millbrook Primary Federation