



**St John's**  
CE Primary School

Isaiah 40:31 'They will soar on wings like eagles'

Head Teacher: Mrs E. Cook  
Deputy Head Teacher: Mrs D. Ellithorn

Tuesday 3rd October

Dear Parents/Carers,

As part of our attendance procedures, we are introducing a new system for when a child arrives late or is picked up early. On arrival at the school office, you will now be asked to fill in a short form with details of the reason for late/early pick up. It will mean that you will have to accompany your child into the school entrance if you are bringing them in late. This is to help with our ongoing monitoring of attendance and its impact on learning. The whole school day is important for equipping your child with skills for life.

Thank you for your ongoing support with improving attendance.

D Ellithorn

Deputy Headteacher

Johnson Street, Radcliffe M26 1AW   
0161 723 1078   
StJohnsRadcliffe@bury.gov.uk   
www.stjohnsradcliffe.co.uk 