



Attendance Newsletter No 1. 2022/2023

Attendance administrator

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If you have a concern or queries regarding any attendance issue please contact your child's school office or Mrs Masters

Federation Attendance

Target = 97%

Let's all make sure we are in school every day. That's the only way we can maximise our learning and make as much progress as we can.



Term Time Leave

Changes in the law mean that the Headteacher no longer has the discretion to allow pupils to take term time leave.

If you take your child out of school for any reason, you may receive a fine of £60 per child per parent if paid within 21 days. If this fine were not paid within the time limit, the penalty would rise to £120 and need to be paid within 28 days. The government monitors school attendance & punctuality. They look at persistent absence and lateness. If your child has attendance of 90% or less they are deemed persistent absentees and we are asked to follow this up and refer to the local authority who could take you to court. At court, the penalty is either a very large fine of up to £2,500 or imprisonment.

Please avoid keeping your child off school unless they are very sick and certainly do not take them out of school when the school is open. Please wait until the holidays.

What can you do to make your child successful all day—every day?



Help your child get organised the night before — put out their water bottle and school uniform. Set an alarm to help all the family wake up early. This will allow time for your child to get dressed, have breakfast, brush their teeth and leave home on time.

ATTENDANCE POLICY—SUMMARY FOR PARENTS

Good attendance is important because:

· statistics show that pupils with good attendance have higher attainment in school; · children with attendance above 96% make better progress socially and academically; · children who attend regularly find their learning more satisfying and have fewer gaps in their knowledge.

Parents:

- must ensure their child arrives at school on time for registration.
- should contact the school daily to report any absences, giving a reason and explaining when their child will return.
- should keep the school updated and after 5 days of absence, provide medical evidence where possible.
- should not book routine medical or dental appointments during school time as medical appointments are counted as an absence on a child's record.
- ensure their child comes to school on time everyday.

Absence procedures:

- Parents/carers must provide a reason for a child's absence, each day they are absent.
- This may be in the form of a letter, a phone call or oral explanation to the school office. · **Explanations by the child are not acceptable.**
- The only acceptable reason for absences are illness, attendance at a medical appointment, exclusion, religious holiday or family bereavement, for which the HT has given permission. · **Absences to go shopping, visit relatives, go on a holiday or because a parent is unwell are not acceptable.**

| If your child misses.. | That equals... | Which is.... | And over 13 years schooling that's... |
|------------------------|-------------------|-------------------|---------------------------------------|
| 1 day every 2 weeks | 20 days per year | 4 weeks per year | Nearly 1 ½ years |
| 1 day per week | 40 days per year | 8 weeks per year | Over 2 ½ years |
| 2 days per week | 80 days per year | 16 weeks per year | Over 5 years |
| 3 days per week | 120 days per year | 24 weeks per year | Over 8 years |

