

Did you know.....?

- There are 190 days to be at school and 175 to be on holiday
- 90% attendance equates to missing six months of school over five years
- If a child's attendance drops to 90% the Government categorises them as a Persistent Absentee
- 80% attendance means a child misses school one day a week and a whole year out of five



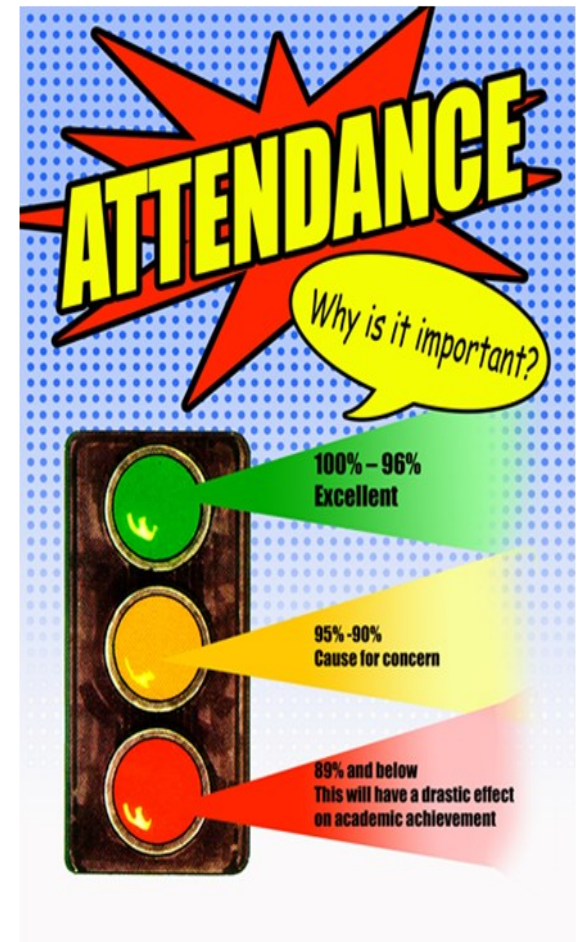
Children miss out if they go out of school in term time

MISSING
(SCHOOL) =
MISSING
OUT

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Where is your child on the Attendance traffic lights?



Why is it important for children not to miss school?

Most parents want their children to get on well in life. It's important to have a good education behind you if you want opportunities in adulthood. You only get one chance at school and your child's chances of a successful future may be affected by not attending school regularly.

If children do not attend school regularly they may not be able to keep up with school work, and it's not only the academic work; missing out on the social side of school life can affect a child's ability to make and keep friends – a vital part of growing up.

It's important to set good attendance patterns from an early age. Employers want people who are reliable. Children with a poor school attendance record may have less chance of getting a good job.

Being on time is vital. Arriving late at school can be very disruptive for your child and the rest of their class.

What about holidays in term time?

Headteachers are not permitted to authorise holiday in term time, except in exceptional circumstances. The Government expects children to attend school for 190 days and requires the Headteacher to make sure that they do. Please do not plan a holiday in term time unless the circumstances are exceptional. Any holiday taken in term time without the approval of the head will appear as Unauthorised Absence on the child's attendance record. Leave of Absence request forms can be obtained from the Office. If you are planning on taking a holiday in term time, please submit a Leave of Absence request form for consideration by the Headteacher. You will be informed of their decision by letter.

What is Authorised Absence?

Of course, there may be times when a child has to miss school through illness. It is to be expected that children will be poorly from time to time. In this instance, the school should be notified each day the child is absent. If a child is absent without notification from a parent/carer, we will contact you asking for a reason for absence. This is because we have a duty of care for your child and we need to make sure you are aware they are not in school. We are also obliged to provide a reason for every child's absence.

What will happen if your child fails to attend regularly?

If we are concerned about your child's attendance we will write to you in the first instance to highlight our concerns, and to see if there are specific reasons preventing your child from attending school. We will do everything we can to ensure that your child is happy to come to school.

If there is no improvement we may ask to meet with you and we will put an Attendance Support Plan in place so that we can monitor your child's attendance.

In exceptional circumstances, it may be that we have to consider prosecution for non attendance under the Education Act 1996.

Please be assured that we will do everything we can to help you if your child's attendance is an issue. We are happy to visit you at home to discuss how we can help.

What does the law say?

By law, all children of compulsory school age (between 5 and 16) must have a suitable full-time education. As a parent, you are responsible to make sure this happens, either by registering your child at a school or by making other arrangements which provide a suitable education. Once your child is registered at a school you are responsible for making sure he or she attends regularly.

As a parent, you are committing an offence if you fail to make sure that your child attends regularly, even if they are missing school without your knowledge.

Parents can be fined up to £2,500 each or imprisoned for failing to ensure their child attends school regularly.

What can you do to help?

Please keep in touch with us and call the Office on **01326 572910** if your child is going to be absent for any reason.

Please contact us if you feel that your child is unhappy at school, or reluctant to attend.

Make sure your child understands that any issues such as bullying or problems with school work will always be taken seriously and we will try to resolve them. Make sure your child arrives at school on time. Lessons start at 8.45am and we expect all our students to be in their class by this time. Some children are embarrassed to walk into a class after everyone else, so help them to get here on time. Please make sure your child arrives no later than 8.40am.