



School Information

Essential information for parents 2020



The Law

You need to make sure your child attends school regularly and on time. You will be breaking the law if you do not do this and there are no good reasons for your child missing school.

Help and Support

If you need help with attendance you must **talk to the school about it as soon as possible.**

Sometimes, school may need to involve other services to help.

The School and Local Authority **want to help if you have a problem.**

If attendance does not get better or you do not accept help and support offered, the Council may have to begin enforcement action.

Please remember to contact us if your address or contact details change!

Attending school is very important

Your child must attend school every day.

Children who are regularly absent from school miss out on opportunities which can affect their life-long chances.

Lateness

School starts at 8.55am

Your child will receive a late mark if they arrive after this time. The register closes at **9.10am**. If your child arrives after this time, they will receive an unauthorised absence mark.

If Your Child is Absent You Must:

- Contact school on the first morning of absence.
- Send a note into school when your child returns with the reason for absence.
- Keep school informed on a regular basis if your child is absent for a long period.

Failure to do these things may result in your child's absences being unauthorised.

Unauthorised absences can be recorded on the register when there is no valid reason given for absences, a holiday not approved by the school, lateness after the register closes-

Medical Appointments

If it is possible, any appointment should be made out of school time. If this is not possible, your child should miss the minimum amount of school time necessary.

If your child is well enough to go back to school following the appointment they should do so.

Persistent Absence

If your child's attendance falls to 90% or below, this is considered, by the Government to be persistent absence. Where absence falls below 90% and there are unauthorised absences, this may result in a referral to the Local Authority for enforcement action.

Holidays/ Leave of Absence

Please request an application form from the school office.

Unauthorised leave may result in a Fixed Penalty Notice (fine).

Did you Know...

“Every Day Counts”

1 or 2 days a week doesn't seem that much but...

If your child misses	that equals...	which is...	and over 13 years of school that's...
1 day a fortnight	20 days per year	4 weeks per year	Nearly 1.5 years
1 day a week	40 days per year	8 weeks per year	Over 2.5 years
2 days a week	80 days per year	16 weeks per year	Over 5 Years
3 days a week	120 days per year	24 weeks per year	Nearly 8 years

The effect of absence on progress

A whole year has 365 days; a school year has 190 days. That leaves 175 days to spend on family time, visits, holidays, shopping and other appointments.

No Absence	10 days absence	12 days absence	19 days absence	29 days absence	38 days absence
190 days of education	180 days of education	178 days of education	171 days of education	161 days of education	152 days of education
100%	95%	94%	90%	85%	80.00%
Very Good	Worrying		Serious Concern		