

Your child should come to school every day

IN ALL CASES OF ABSENCE parents should please;

- ◆ Only keep your child away from school if really necessary, we can send them home if they are not well enough to be in school.
- ◆ Telephone school on the first day of absence, as early as possible.
- ◆ Avoid medical appointments in school time, but if absolutely necessary, please bring your child to school for the rest of the school day.
- ◆ The Education Welfare Officer (EWO) inspects the registers once a month and picks up any unauthorised absences/lateness and high numbers of sickness absences.

Communication

If you have any concerns about your child's attendance or punctuality please let us know. Regular communication between school and parents is essential so that any problems can be quickly identified.

We will text or ring you if your child is absent and you have not told us why.

Holidays in term time

Parents do not have any automatic right or entitlement to take a child out of school. In fact, in most cases Head teachers will refuse to authorise the absence.

It is less disruptive to a child's education if holidays are taken during the school holidays.

What the Law says:

Parents of children between 5 and 16 year are legally bound to ensure regular attendance of that child.

Penalty Notices can be issued to parents whose children have had unauthorised absences of 5 days or more over a 12 week period. This includes unauthorised holidays during term time.

Lateness

Whilst we are aware that most of our pupils arrive at school on time, some parents may not be aware of the difficulties experienced by their children, even if they are only a few minutes late each day.

A few important points:

- ◆ A child will miss his/her teacher's instructions for the first lesson.
- ◆ coming late causes disruption to the whole class, as well as to the child who is late.
- ◆ children are often very embarrassed and upset at coming into class late.
- ◆ 10 minutes late a day = almost a whole hour of lessons missed each week for your child, which over the year adds up to nearly 2 whole weeks of schooling.

Please remember:

- ◆ children can now come into school from 8.45am to give them plenty of time to be in class on time.
- ◆ if a student is late after 8.55 am they should sign in at the office on arrival.

DAYS OFF SCHOOL ADD UP TO LOST LEARNING:

100% attendance	PERFECT
95% attendance	1 week 4 days of learning missed
90% attendance	3 weeks 4 days of learning missed
85% attendance	5 weeks 3 days of learning missed
80% attendance and below	At least 7 weeks 3 days of learning

Poor attendance results in poor attainment, a child who has 90% attendance over 5 years in school actually misses half a school year!