

Excellent attendance

Excellent attendance is recognised and rewarded at Derby Cathedral School with various prizes, certificates and raffles for those students achieving 97% or more days.

Our attendance target is 97% and if your child's attendance falls significantly below this for any reason (authorised or not) we will write to you and seek rapid improvement.

What can you do to help?

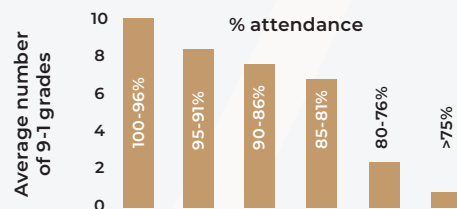
- If you suspect that your child may be missing school or is unhappy at school, you should contact the school as soon as possible so that you can work with them to resolve any difficulties
- Make sure your child understands that you do not approve of them missing school, but be on the alert for any particular reasons for non-attendance, such as problems with school work and discuss these with the school
- If your child is ill or absent for any other reason, you must contact school on every day of absence by 8.30am on 01332 325710 or email attendance@derbycathedralschool.org.uk
- If your child is attending a medical appointment during the school day, you must notify the school by writing a signed note.
- Make sure that your child arrives at school on time. Traffic in the area is heavy on a daily basis and will not be accepted as a reason for lateness after 8:45am

Please note: National average attendance is 95%. Therefore, Derby Cathedral School will not authorise any absence below this level without medical evidence

What is the impact of poor attendance?

Research has shown that children who are not in school are the most vulnerable.

The following graphic shows the link between percentage attendance and GCSE grades 9-1. The higher the attendance percentage the higher the GCSE grade.



Attending school every day = 100% attendance.

**Attending 4.5 days a week = 90% attendance
= 4 weeks missed per year.**

**Attending 4 days a week = 80% attendance
= more than half a term missed each year or
2 full years missed over the course of their
school career.**

**Attending 3.5 days a week = 70% attendance
= more than a quarter of the school year missed.**

Being late for school reduces learning time. If your child is 5 minutes late every day they will miss three days of learning each year. If your child is 15 minutes late every day they will miss 2 weeks of learning each year.

Tel: 01332 325710

info@derbycathedralschool.org.uk
www.derbycathedralschool.org.uk

DDAT
Derby Diocesan Academy Trust

We are proud to be part of
Derby Diocesan Academy Trust.

School Attendance

Information for
parents/carers

Derby
CATHEDRAL
SCHOOL

Why is it important for children not to miss school?

Most parents want their children to get onwell in life and it is more important than ever to have a good education behind you if you want opportunities in adult life. Children only get one chance at school, and your child's chances of a successful future may be affected by not attending school or alternative provision regularly.

If children do not attend school regularly they will;

- Struggle to keep up with school work. In a busy school day it is difficult for schools to find the extra time to help a child catch up.
- Miss out on the social side of school life. Poor attendance can affect children's ability to make and keep friendships, a vital part of growing up.

Setting good attendance patterns will also help your child later on. Employers want to recruit people who are reliable. Children who have a poor school attendance record may have less chance of getting a good job.

Punctuality

Being on time is vital. Arriving late at school can be very disruptive for your child, the teacher and the other children in the class. Students should arrive in school before 8.30am. Registers close at 8.45am. Any students arriving after 8.45m will be recorded as late. Traffic in the local area is common and is not an excuse for lateness.

All lateness to school will result in a sanction. If your child is late to school we will text you and you must address this issue with them.

What does the law say?

By law, all children must get a suitable, full-time education. As a parent, you are responsible for making sure this happens.

You are responsible for making sure your child attends regularly. If your child fails to attend regularly - even if they miss school without you knowing - the Local Authority may take legal action against you.

The Local Authority Education Welfare Department is responsible for making sure that parents fulfil their responsibility to ensure their registered children regularly attend school.

At Derby Cathedral School we have an Attendance Manager who is responsible for monitoring and improving attendance. If you would like to contact them regarding an attendance matter, please email attendance@derbycathedralschool.org.uk

What about authorised absence?

There may be times when your child has to miss school because they are ill. If your child is absent you must notify us on each day of absence before 8:30am, even if the reason remains the same

You should try to make all routine medical appointments outside of school hours. If you cannot do this and there is an appointment within school time, you must fill in an appointment form in your child's planner.

Any absences must be requested as far in advance as possible and can only be authorised by the school. The school reserves the right to not authorise any absence.

Term time absence will not be approved unless there are exceptional circumstances. A holiday is not an exceptional circumstance.

The relevant form must be submitted at least 4 weeks in advance of any term time absence.

All term time absence is reported to DCC EWS and a Penalty Notice of £120 per parent per child may be issued in line with our Attendance Policy.

What happens if your child does not attend school regularly?

We are responsible by law for reporting poor attendance to Derby's Education Welfare Department. As a parent under the Education Act 1996 you are committing an offence if you fail to make sure that your child attends school regularly, even if they are missing school without your knowledge, and may be issued with a Penalty Notice or taken to court.

The Education Welfare Service may decide to prosecute a parent who fails to ensure that their child attends school regularly. If this happens:

- parents can be fined up to £2,500 or imprisoned.
- magistrates can also impose a parenting order, which means that the parent has to attend a counselling and guidance programme and parenting classes.