

The only person who can give permission for your child to be off school is the Headteacher.

Absences are only authorised for:

- ★ Genuine illness
- ★ Dental/medical appointments
- ★ Certain dance, music and sporting exams, competitions and events
- ★ Certain cases of family bereavement
- ★ Days of religious observance - such as a day's absence for Eid

Illness

Please note that we can administer medicines such as antibiotics (there is a permission slip to sign at the office). This is to help children return to school more quickly after an illness.

If your child is frequently absent from school due to sickness, we may ask that you provide medical evidence or we may have to stop authorising the absences. This does not mean that we do not believe you or your child. It means that we want to do the best for you by ensuring your child can attend school as much as possible. We may choose to provide extra support such as accessing the school nursing team if needed.

Persistent Absentees

The government is especially concerned about any child who has attendance of less than **90%** and these children are classed as persistent absentees. Parents and carers can be fined or even taken to court in these cases.

Holidays and Extended Leave

In September 2013 new statutory regulations came into force which state that Headteachers may not grant any leave of absence during term time for holidays or extended leave.

Penalty Notices

If there is a concern about your child's attendance, we will endeavour to contact you and offer support to help this improve.

However, parents and carers need to be aware that in cases of poor, unauthorised attendance, penalty notices may be issued from the **local authority**. The school does not collect or receive the money for these.

A penalty notice can be issued where there are 5 or more days of unauthorised attendance within a year.

A penalty notice is £60 per parent* per child. The fine goes up to £120 if it is not paid within 21 days. *For example, if there are two parents and two children that is £240 (£480 if not paid within 21 days).*

***"Parent" includes step parent, carers and also an absent parent who has legal responsibility for the child or children.**

99-100%	Excellent!	97% = less than 6 days absence a year. Pupils with this attendance should achieve the best grades they can, leading to the best possible start in their secondary school.
97-99%	Very Good!	
90-97%	Concerning	90% = 19 days absence over a year. This is month of a school year. Missing so much of their learning will make it difficult to achieve their best.
Below 89%	Having a profoundly negative impact on learning	80% = equivalent to 1 day off every week. 20% of their schooling is missed. It will be almost impossible to keep up with work. Friendships in school may also start to suffer. External agencies will be involved from the local authority.



Devonshire Road Primary School



Attendance Leaflet for Parents and Carers

Updated: April 2022

At Devonshire Road Primary School we endeavour to promote excellent attendance by promoting an ethos which:

- ★ Builds pride in the school and its achievements;
- ★ Values the contributions made by all its members thus building self-esteem;
- ★ Caters for the needs of individuals and groups;
- ★ Follows a code of conduct in which good behaviour is praised and where bullying in any form is considered unacceptable;
- ★ Encourages strong links between home, school and the community.

Parents and carers have a legal responsibility to:

- ★ Ensure that children of school age receive an efficient, full-time education;
- ★ Make sure their children attend school and realise the importance of attending school;
- ★ Get their children to school on time every day (register closes at 9am);
- ★ Inform school of any absence as soon as possible on the first day of absence - this should include details of the nature of the absence and when the child is expected to Return;
- ★ Parents and carers are encouraged to bring their children in to the afternoon session if their child feels better and fit for school.

SCHOOL HOURS:

Doors Open: 8:45am

Register closes: 9am

Late marks: for arrival between 9 and 9:05am

Lunchtimes: 1 hour, varies for each year group

Home time: 3:30pm

The external doors are closed at 9am; children arriving after that time must enter through the main entrance.

Registration closes at 9.00am prompt, if your child arrives between 9am and 9:05am, his/her name will be entered in a 'Late Register' and a late mark 'L' will be recorded. Any child arriving after 9:05am will receive an unauthorised mark 'U' for the morning. Fines may be issued for parents/carers whose children are persistently late.

Attendance is compulsory as it is really important to have an education so we can learn new things. You might even miss out on the fun bits of school if you aren't here. (Year 6 pupil)

If a child arrives at 9:15am each day, over the year, this will be 38 phonics lessons missed or 3 full week's worth of English or maths lessons.

This is learning that the children struggle to catch up on.

If you don't come to school you won't get a good education for when you are older. You won't get a job you love and want to go to every day. (Year 4 pupil)

Why we think it is important:

*Being successful in life is down to good learning. Good learning and success is dependant on good attendance. Every lesson missed makes it harder for your child to understand and enjoy their learning.

*Children who attend regularly are happier in school and develop good relationships with their peers.

*Lateness damages learning and also confidence. The first 5 minutes of a lesson are vital. This is when a lot of the learning is explained. Children who are regularly late feel unsettled and can be unhappy.

*Lateness affects everyone, including those who arrive on time. A late arrival can break the attention of the class.

*If you are experiencing difficulties bringing your child to school on time, please ring the school so we can work **with** you.

We reward good attendance with:

- ★ Class of the week for best attendance
- ★ Termly 100% attendance rewards and certificates
- ★ Termly raffles for 100% and 97%+ attendance
- ★ Display boards outside each classroom and in the hall to celebrate attendance.