

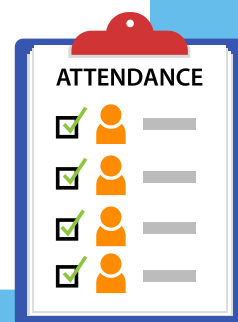
EASTERSIDE ACADEMY

ATTENDANCE

Welcome to a New School Year!

Welcome back to a brand-new school year! Every day in school is an important step in each child's learning journey, helping them to grow in knowledge, confidence, and friendships.

Good attendance is at the heart of success in school. Each day missed is a missed opportunity for learning, building friendships, and developing the skills children need for the future. Attending regularly helps pupils keep up with their lessons, feel confident in their learning, and stay connected with their classmates and teachers. By being in school every day, children not only achieve more academically, but also develop positive habits that will support them throughout their lives.



PUNCTUALITY

Good attendance doesn't just involve being present in school – it also involves punctuality.

- Parents have a responsibility to ensure that their child arrives at school on time and stays in school during the day.
- EYs & KS1 doors open at 8:45am and all pupils are expected to be in their classrooms by 8.50am ready to start lessons.
- KS2 doors open at 8:40am and all pupils are expected to be in their classrooms by 8:45am.
- If your child arrives after the doors are closed, children and parents must report to the school office to sign in.

If your child unexpectedly needs to be off school.

- Unplanned absence- On the first day, notify the school by 8:30am with the reason for your child's absence, or as soon as practically possible by calling the school office on 01642 273006.
- If you are phoning before school starts, please leave a message. Please include your child's name, class and full reason for absence.



Planned absence

- Attending a medical or dental appointment will be counted as authorised if you notify the school in advance of the appointment. Please note we may ask to see proof of appointments. When possible, please bring your child to school and collect them later for the appointment.
- If you need to take your child out of school for another reason a request should be submitted as soon as it is anticipated and, where possible, at least two weeks before the absence.
- A copy of the absence request form can be obtained from the school office.
- We will only grant a leave of absence to your child during term time if we consider there to be 'exceptional circumstances'.
- Any request for leave of absence due to holidays in term time will not be authorised. The DfE does not consider a need or desire for a holiday or other absence for leisure and recreational circumstances, and therefore there is no entitlement in law to time off in term time.

Keeping you up to date about your child's attendance

We will regularly inform you about your child's attendance and absence levels through Parent Evenings and SMS messages.

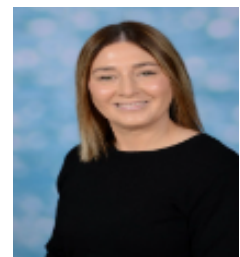
Attendance is readily available to all parents using the MyChildAtSchool app.

Where can I get advice and help?

- If you need support in relation to your child's attendance, help is available.
- Please make an appointment with the school to discuss your concerns.
- Most difficulties can be resolved by us working together in partnership, but if further support is required, we can signpost you to other agencies that might be able to support.



Mrs Southern
Assistant Vice Principal
& SENCo



Mrs Brewster
Parent &
Pupil Support Adviser

Attendance Ladder

