

190 days in school

It is very important that your child attends school regularly and aims for excellent attendance.

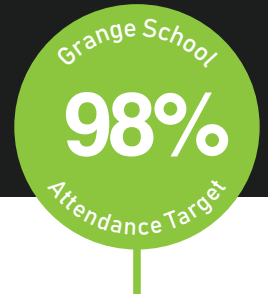


175 days not in school

That's 175 days per year to organise appointments, go on holiday etc.

Impact of Poor Attendance

- Being absent from school dramatically effects a child's progress.
- Low attendance can prevent students from meeting their targets and achieving milestones.
- Poor attendance impacts directly on a child's social skills.



Attendance Expectations

100% - 98%	0 - 4 Days off	Good
No action required. On track for attend award.		
98% - 95%	4 - 10 Days off	Requires Improvement
Phone call from class teacher to discuss attendance with rewards and sanction plan implemented.		
95% - 90%	10 - 20 Days off	At Risk of Persistent Absence
Contact from FLO and/or deputy headteacher. Attendance contract to be agreed. Formal letter sent regarding attendance.		
Below 90%	20+ Days off	Child in Persistent Absence
Required to attend attendance panel with Chair of Governors. Penalty notice discussed.		

Legal Requirements

Below
96%
monitored
closely

At Grange School we aim to provide a safe, stimulating and fun place to learn. However if a child is not in school they cannot benefit from our excellent learning environment and make the desired progress. Attendance forms a key part of our safeguarding policy.

Children whose attendance falls below 96% (the national average) will be monitored closely. Meetings with parents will be requested when needed and expectations made clear. Wherever possible school will offer support to families to ensure your child has the best possible chance of success.



Attendance Rewards

We love to celebrate and praise our students accomplishments.



There will be lots of rewards for excellent attendance this year with half termly certificates, prize draws and special rewards in tutor time.



Appointments

Please make routine and dental and medical appointments outside of the school day. However, if your child needs to attend an important appointment during the school day please provide written evidence of the appointment and return your child to school as soon as possible.



If your child is going to be absent from school, you must ring and inform school before 9.00 am on each day of absence by calling: 0161 231 2590

This is part of our safeguarding procedure to ensure we know where all our pupils are if they are not in school.

If contact is not received we will send text messages and ring home, including emergency contacts.

If no contact is made our school staff may visit you at home to ensure you and your children are well and to discuss reasons for absence.

If we have safeguarding concerns and we cannot locate/get into contact or obtain a valid reason for their absence, we may contact the Police requesting a 'safe & well check' – this is to ensure that you and your children are safe and will only be initiated when and where appropriate.

Our Attendance Policy is available on the school website: www.grange.manchester.sch.uk/about-us/key-policies

At Grange School the Attendance Team is Stuart Harris the Designated Safeguarding Lead and Suzi Evans the Family Liaison Officer. As a school we want to work together to ensure that your children are happy and enjoy coming to school to learn new skills and socialise with their peers.

What school will do to support your child's attendance:

- We will celebrate good and/or improved attendance.
- We will work together with pupils and their families.
- We will keep you informed about your child's attendance and punctuality.
- We will make referrals to outside agencies for support if necessary.
- We will conduct home visits to discuss your children's attendance.
- We will invite you in to meetings to discuss attendance concerns and work together to put plans in place and set targets.

How can parents support their children's attendance?

- Talk to your children about their day at school and celebrate their achievements.
- Remind your child that attendance is important and it is not OK to miss school.
- Avoid unnecessary absence – Make medical appointments outside school hours and do not go on holiday in term-time.

It is your legal responsibility to ensure that your child attends school.

If your child has unauthorised absences from school, you may be at risk of a penalty notice fine or a referral being submitted to the Local Authority for prosecution.

Penalty notices incur a fine of £120 per child, per parent, which is reduced to £60 if paid within 21 days of the notice being served. Failure to pay this fine may result in legal action.



We will require medical evidence if your child is poorly and their attendance is concerning us.



Leave of absence in term-time will not be authorised and you may receive a penalty notice.



Any pupil whose attendance is below 90% is considered by the DFE as a "persistent absentee"