Attendance Newsletter September 2023

Medical Appointments

Wherever possible, please arrange medical and dental appointments out of school hours. Please also ensure that you bring in your child’s appointment card so it can be photocopied for the class registers.

**In 2022-2023, we lost 127 school sessions (half days) of learning due to medical appointments during school.**

Leaving School Early

Please do not ask to take your children out of school early unless it is for a medical/dental appointment. If the weather looks bad, the Head will decide if children are to be sent home early.

The Law

**Section 7 of the Education Act 1996 places upon parents a duty to ensure that their child receives efficient full-time education either by regular attendance at school or otherwise**

**Where a child is a registered pupil at a school and the parent fails to ensure that child’s regular attendance at school the parent is liable to be prosecuted for a criminal offence under Section 444 of the Education Act**

**In cases where this duty is not being fulfilled Section 444B of the same Act empowers the Local Authority to issue a Fixed Penalty of either £60.00 or £120.00**

‘Parent’ in the eyes of education

Having care of a child means an adult with whom the child lives and looks after the child on a day to day basis

Lost Minutes = Lost Learning

Every term any child who has **100% attendance** receives a half termly and yearly certificates.

Thank you for your co-operation - If you would like to discuss your child’s attendance, please make an appointment to speak with Mrs Stubbs or Miss Message

Missed Education = Missed Opportunities that can never be recovered

We will work with you to help your children achieve

Absences

If your child is away from school for any reason you **must** telephone school **every day before 9am** to give an explanation of the absence. If you fail to do this it may be recorded as an unauthorised absence.

**In 2022-2023, we lost 110 school sessions (half days) of learning due to unauthorised absences.**

Any communication regarding absence must go to the school office.

If your child is **persistently absent** (even for illness), a warning letter will be issued and your child’s attendance will be monitored with the expectation that his/ her attendance increases to 100%. Failure to comply may result in a Fixed Penalty being issued.

Minor Coughs and Colds

Children need routine and often feel better when they are in school. Please encourage your child to come to school, if they’re feeling a bit under the weather, we will take care of them.

**In 2022-2023, we lost 2043 school sessions (half days) of learning due to authorised absences, some of which may have been avoided.**

Lateness

If your child is late, after the register is closed, they will be given a U in the register. If your child is persistently late, parents/carers will be sent a formal warning. If punctuality does not improve, a Fixed Penalty Notice may be issued.

Holidays in term time

A holiday requested in term time will be refused unless there are exceptional circumstances. Parents/carers will be sent a Fixed Penalty Formal Warning as their child's absence will be unauthorised. If parents/carers choose to ignore this warning, a Fixed Penalty Notice will be issued for the period of absence.

**In 2022-2023, we lost 600 school sessions (half days) of learning due to family holidays that were not agreed.**

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Ways to ensure your child is in on time:

* Make sure they get enough sleep
* Make sure they have an alarm clock
* Make sure their clothes are ready the night before