

ABSENCE LINE

Absences must be reported before 8.45am by calling the Absence Line on

01373 468615

or email

Selwood.attendance@selwood-academy.co.uk

Please inform us of your child's name, tutor group and reason for absence.

Children are required, by law, to attend school 190 days per year.

95% Attendance = 50 lessons missed
90% Attendance = 100 lessons missed
85% Attendance = 150 lessons missed
80% Attendance = 200 lessons missed
75% Attendance = 250 lessons missed
70% Attendance = 290 lessons missed

**65% Attendance
= 13.5 weeks absent
= 340 lessons missed**

What Selwood is doing to ensure Good Attendance

At Selwood all staff understand how important attendance is and encourage a positive ethos regarding attendance and punctuality for all pupils. Individual attendance is monitored closely.

Good Attendance is celebrated in the following ways:

Certificates are awarded for pupils with 100% excellent attendance at our Christmas, Easter and Summer Celebration Assemblies.

PARENT & FAMILY SUPPORT ADVISOR

The Parent & Family Support Advisors, work in partnership with families and the school to help your child be as successful as possible.

They may be asked to help where regular attendance and lateness is a problem.

AM Registers close at 9.00am. Absence will be recorded as unauthorised after this time and may be subject to prosecution by SCC.



ATTENDANCE MATTERS

Selwood Academy aims to ensure all pupils establish the highest levels of attendance. Pivotal to this is the strong relationship between the school, parents and pupils working together.

Guidelines for Parents & Pupils

Why does attendance matter? The Importance of Good Attendance

Research shows that there is a direct link between excellent attendance and high achievement at school.

Pupils who attend 96% or more are likely to achieve their academic potential.

For example, 90% attendance might sound quite acceptable but what that means is.....

- On average half a day of school is missed every week.
- In one year, 4 whole weeks of schooling are missed.
- In 3 years it would mean a third of a school year is missed. That's a whole term off.

The better your attendance, the better your achievement will be.

Attendance and punctuality are reviewed regularly and pupils fall into one of the categories below:

100% Excellent

Certificate

Below 96%

School will contact the parent as cause for concern.

Below 93%

Serious cause for concern, equal to 14 days absence an academic year. Your Pastoral Team Leader will contact you. PFSA or PSA may be involved. Legal action may be taken if there is no improvement.

Persistently Absent (PA) Pupils 90% Attendance

Pupils are designated as Persistent Absentee (PA) when they are absent for 10% or more of their learning. This equates to 20 days absence per year. The Education Welfare Officer will be informed of any persistently absent pupils.

Medical Absences

As a school we have to satisfy ourselves that absences are warranted. For 3 days of continuous absence medical evidence will be requested.

Medical Appointments, where possible, should be arranged for outside school hours. If your child has a medical appointment during school hours then we do expect them to attend for the remainder of the day.

Please provide a copy of any medical appointment letters you may have to support any absence.

Of course, there are exceptions to this and personal circumstances will always be taken into account with allowances made accordingly.

We are very supportive of pupils with chronic illnesses and will do all we can to ensure that these pupils are fully included in mainstream education. We work with the Medical Tuition Service when necessary.

School Trips

If your child is not attending a school trip then they are expected to attend school as normal. If they are kept at home, this will be marked as unauthorised absence.

Inset Days

Please check the school website or the latest school newsletter to ensure you have noted any Inset days. We do not always follow the same calendar as other local schools

Holiday

Taking your child out of school for two weeks (10 days) will reduce attendance to 94% before any account is taken of days off for illness etc.

Pupils who are taken out of school for holidays may never catch up on work missed. Much of this learning is communicated verbally and cannot be replicated. The law says "parents do not have the right to take their children out of school for holidays during term time."

If the school refuses a request for term time holidays and the pupil is still taken out of school this is recorded as an UNAUTHORISED absence.

Lateness

Punctuality is not only an essential life style but imperative for sufficient attendance levels. If your child is late for two or more registration sessions a letter will be sent home. If lateness continues a detention may be issued.

There are occasions where lateness cannot be avoided and, in this instance, we ask that a message be left on the absence line.