

ATTENDANCE

SIXTH FORM



1. DAILY EXPECTATIONS
2. ABSENCE PROCEDURES
3. OFFSITE PRIVILEGE

DAILY EXPECTATIONS

- All students in school for 8.25, Tutor time to start at 8.30am.
- Taught lessons end at 3pm.
- Attend all lessons and arrive punctually.
- Lateness will result in negative points on Bromcom.

ABSENCE PROCEDURES

- Attendance is monitored by the Attendance Team.
- The academy target is 96%+.
- Absence from school should be reported to attendance@tscacademy.org.uk or 01623 663450 on the first day of absence and updated daily.
- Authorised absences for interviews, open days, medical appointments or driving tests should be arranged prior to the event, with the attendance team.
- Students should not schedule driving lessons or work shifts during the school day.

OFFSITE PRIVILEGE- Jan-July in Y12, year round for Y13

- Students who are demonstrating a good attitude to learning, who are on track in all subjects and who show good punctuality will be rewarded with an Offsite Privilege, where students can leave from 2pm on days where their timetable allows.
- This privilege is assessed termly, following a data cycle, taking information from subject teachers.
- This privilege can be implemented or revoked, as applicable.

- Parents/Guardians to provide ongoing consent for students to leave site and agreeing to positive use of this time for learning purposes.

OFFSITE PRIVILEGE STIPULATIONS

- ☐ Attendance to all lessons when in school.
- ☐ Punctuality to lessons.
- ☐ 'On track' in all subjects.
- ☐ Average ATL of 3 or above.

