

EVERY SCHOOL DAY COUNTS

Every single day a child is absent from school equates to a day of lost learning. We monitor attendance every half-term and

100% attendance	0 days of learning missed	Excellent
97%	Our school target	
95% attendance	9 days of absence 1 week and 4 days of learning missed	Satisfactory
Children with an attendance below 95% are closely monitored and parents are notified of this at parents' evening or/and by letter.		
90% attendance	19 days of absence 3 weeks and 4 days of learning missed.	Poor Action – parents will be invited in to discuss.
85% attendance	28 days of absence 5 weeks and 3 days of learning missed.	Very Poor
80% attendance	38 days of absence 7 weeks and 3 days of learning missed.	Unacceptable
75% attendance	46 days of absence 9 weeks and 1 day of learning missed.	Unacceptable

Being late for school reduces learning time.

- If your child is 5 minutes late every day they will miss three days of learning each year.
- If your child is 15 minutes late every day they will miss is 2 weeks of learning each year.

There is a clear link between attendance and achievement. Regular attendance is the most important factor in children reaching their potential.



This leaflet outlines the expectations of the school regarding your child's attendance and punctuality. Please read it carefully and ask your child's teacher or the head teacher if you have any queries. The full policy can be found on the school's web site.

**Wootton
Wawen CE
Primary
School**

**Attendance and
Punctuality**

Why attendance is important.

Most parents want their children to get on well in life. Children only get one chance at school, and your child's chances of a successful future may be affected by not attending school regularly.

Below are just some of the key reasons why it is so important children attend school:

- To learn.
- To have fun.
- To make new friends.
- To experience new things in life.
- To develop awareness of other cultures, religion, ethnicity and gender differences.
- To achieve.
- To develop new skills.
- To build confidence and self-esteem.
- To have the best possible start in life.

(Taken from DfE publication School Attendance Matters)

Arriving late at school can be very disruptive for your child, the teacher, and the other children in the class.

What does the law say?

Once your child is registered at our school you are responsible for making sure he or she attends regularly. If you think you might need to take your child out of school, discuss the reasons with the head teacher as soon as possible. Reasons such as family bereavement or taking part in an agreed religious observance would be acceptable for short absences. Unacceptable reasons for missing school include **holidays** and birthdays.

Before requesting holidays during term time...please stop and think! Taking holidays during term time adversely affects your child's learning and achievement. Head Teachers are not allowed to grant any leave of absence unless they consider that they are exceptional circumstances relating to the application. All applications **MUST** be made in advance, with 6 weeks' notice.

The school is responsible for reporting poor attendance to the LA. As a parent, you are committing an offence if you fail to make sure that your child attends school regularly and run the risk of being issued with a penalty notice or being taken to court. The LA may decide to prosecute a parent.

What you can do to help

- Establish a good routine in the mornings and evenings so your child is prepared for the school day ahead.
- Make sure your child goes to school regularly and follows the school
- Ensure your child arrives at school on time – not late.
- Arrange dental and medical appointments outside school hours when possible.
- Always inform the school if your child is absent due to illness – this should be followed up with a written note when your child returns to school.
- Take family holidays outside term time.
- Talk to your child about school and take an interest in their school work, including homework.
- Attend parent evenings and school events.
- Praise and reward your child's achievements at school.
- Discuss any problems or difficulties with the school – staff are there to help and will be supportive.