

How can you help?

- ◆ If you suspect that your child may be regularly missing school or is unhappy at school, you should contact your child's form tutor or our pastoral team (Miss Hardy or Mr Sunter) as soon as possible so that you can work with us to resolve any difficulties.
- ◆ Make sure your child understands that you do not approve of them missing school, but be on the alert for any particular reasons for non-attendance, such as bullying or problems with school work and discuss these with the school.
- ◆ If your child is ill (or absent for any other reason) contact the school early **EVERY** day of their absence on 016973 20509 ext.1
- ◆ Always let us know in advance of any days that your child is unable to attend.
- ◆ Make sure your child arrives at school on time (ready to start lessons at 8.40am) for both the morning and afternoon sessions.
- ◆ Take an interest in your child's education.
- ◆ Ask them about their day and praise and encourage their achievements at school.
- ◆ Co-operate with any support, offered by your school.

**THE WORLD IS RUN BY
THOSE WHO SHOW UP**

Attending school **every** day =
100% attendance.

Attending **4 ½ days** a week =
90% attendance =
4 weeks missed per year

90% & BELOW = persistent absence

Attending **4 days** a week =
80% attendance =
more than half a term missed per year or **2 full years** missed over the course of their school career.

Attending **3 ½ days** each week =
70% attendance =
more than a quarter of the school year missed.

An average attendance of 80% or less across a child's school career adds up to missing a whole 2 years from school

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 **2 weeks** of learning each year.

Make every minute count



Information for Parents and Carers



Why is it important for children not to miss school?

Most parents want their children to get on well in life. Nowadays, it is more important than ever to have a good education behind you if you want opportunities in adult life. Children only get one chance at school, and your child's chances of a successful future may be affected by poor attendance.

If children do not attend school regularly they may:

- ◆ Struggle to keep up with school work
- ◆ Miss out on the social side of school life
- ◆ Struggle to make and keep friendships

Employers want to recruit people who are reliable. So children who have a poor school attendance record may have less chance of getting a good job.

Being on time is also vital. Arriving late at school can be very disruptive to teachers, students and learning.

Research has shown that children who are not in school are most vulnerable and are easily drawn into crime. Those children who play truant are more likely to offend than those that do not.

Research also shows that:

Less than 40% of pupils in secondary schools with an average of **17 days or more absence** get **5 good GCSEs** (grades **9 to 4**) **compared to more than 90%** in schools with an average of **less than 8 days absence**.

Many parents are surprised how quickly their children absences accumulate.

What does the law say?

By law, all children of compulsory school age (between 5 and 16) must get a suitable, full-time education. As a parent, you are legally responsible for making sure this happens.

The Local Authority is responsible for making sure that parents fulfil their responsibilities. Parents are legally responsible for making sure that their children regularly attend school and any alternative provision arranged for them.

What happens if your child does not attend school regularly?

Your child's school is responsible by law 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**, even if they are missing school without your knowledge.

You run the risk of being issued with a **Fixed Penalty Notice of £60 per parent per child** or being taken to court.

When the Local Authority decides to prosecute a parent:

- ◆ Parents can be fined up to £2,500 or imprisoned for failing to ensure that their child attends school regularly.
- ◆ Magistrates can also impose a Parenting Order, which means that the parent has to attend a counselling and guidance programme, usually a parenting class.

What about authorised absences?

If you think you might need to take your child out of school, discuss the reasons with the school as soon as possible.

Reasons such as family bereavement would be acceptable for short absences. Unacceptable reasons for missing school include **family holidays**, shopping, concerts, birthdays etc.

Any absences **must** be requested as far in advance as possible. These will only be authorised in exceptional circumstances as outlined within the attendance policy on the school website. Requests must be made at least 14 days in advance using our Exceptional Circumstances Request form (ECAR).

Illness Absence

Of course there may be times when your child has to miss school because they are ill. This is to be expected and for the odd day off sick you should follow our procedures for notifying illness. For extended absence or where there are attendance concerns we will require medical evidence such as consultant/doctor's appointment cards/letters and/or copies of prescription labels to enable us to authorise the absence.

Children may also have to attend a medical or dental appointment in school time. However, you should try to make routine appointments such as dental check-ups during the school holidays or after school hours. Appointment cards and/or letters will be required. Please let us know beforehand of any planned appointments.