

ATTENDANCE

SCHOOL IMPROVEMENT TARGET 2022

NOVEMBER 2022

ATTENDANCE MATTERS



As we are part way through the first term, we are writing to remind all of our families about the school's policy around the importance of being in school every day and on time.

We understand that, at times, the last two years have presented challenges for children and families in terms of school attendance, however, as restrictions nationally and locally were relaxed significantly through the spring and summer terms, challenges around attendance persisted and overall attendance levels continued to be well below pre-pandemic levels.

Ensuring your child attends school every day is important. The impact upon children's education through lost learning is huge. At a time when so much education has been disrupted it is vital that we may every minute in school count.

BEING ON TIME!

8.45 A.M.

Punctuality is also highly important. Pupils who arrive late to school are not only losing learning but also disrupting the learning of others as they arrive late for lessons. Pupils do not like being late into school and we witness how upsetting it can be for them. We want to prevent this.

IS MY CHILD TOO ILL FOR SCHOOL?

It can be tricky deciding whether or not to keep your child off when they are unwell.

There are government guidelines for schools. These say when children should be kept off school and when they shouldn't.

IT IS FINE TO SEND YOUR CHILD TO SCHOOL WITH A
MINOR COUGH OR COMMON COLD

Please see the link below from the NHS to help you:

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school>

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AUTHORISED OR UNAUTHORISED?

School must keep a record of pupil's attendance and need to report this to parents every half term.

Schools have to decide whether absences are authorised or unauthorised.

UNAUTHORISED ABSENCES INCLUDE:

- Being absent for a holiday in term time (This could lead to a fixed penalty notice)
- Minding the house
- Looking after siblings or parents
- Going shopping
- Celebrating a birthday
- Oversleeping
- Arriving late

AUTHORISED ABSENCES MAY INCLUDE:

- Illness
- Medical appointments
- Days of religious observance
- Leave granted in exceptional circumstances
- Only the headteacher can authorise a child's absence from school.

BELOW 90% ATTENDANCE

If your child's attendance falls below 90%, we will require medical proof of any further illness. Any of the following are acceptable forms of proof:

- Any medication taken at home for this illness (prescribed)
- A GP appointment card (name/date/time clearly stated)
- A prescription
- A hospital letter/appointment letter
- A letter from your child's GP explaining their long term condition/illness