

# What will school do?



- Work with and support parents to improve their children's attendance, whatever their current attendance.
- If your child has 96% attendance or above, school will reward these children with stickers, certificates, the attendance trophy, extra class trips and putting their picture on the hall attendance display.
- If your child has attendance between 86% and 95% attendance then parents will be invited to an attendance panel meeting. You may be asked to complete a parent contract, we may visit you at home, you may receive a penalty warning letter.

If your child has lower than 85% attendance then you may be issued with a penalty fine (£70 per parent per child rising to £120 if not paid in 21 days). If the fine is not paid court proceedings may follow.

## HOLIDAYS DURING TERM TIME

- No holidays will be authorised during term time.



# Attendance Policy for Parents



One of the most important things you can do for your child's future is make sure that they attend school.

If your child is between 5- 16 years old it is your legal responsibility to make sure that they attend school regularly.

Missing out on school means missing out on learning and developing social life.

Did you know that if your child has 10 days off school they miss 5% of their education that year.

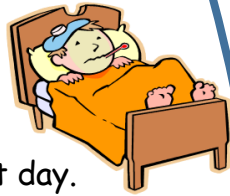
The more school your child misses the harder it is for them to come back.

Help your child by getting them to school everyday on time.

Our school attendance target is 97%, with your help we can achieve this!



## What to do if your child is ill?



Contact school before 9am on the first day.  
Explain the nature of the illness.  
Let us know when to expect your child back at school.  
If we do not hear from you on the first day of absence;

- We will try and contact you; please make sure school has your up to date phone number.
- Your child may receive an unauthorised mark.
- We may ask for medical evidence to support your child's absence

## Don't be late.



School starts at **900am**. If you arrive after 9.05am you will be marked Late. If you arrive after 9.10am it will be classed as an unauthorised absence.

School finishes at **3.30pm** Monday-Thursday and **2.30pm** on a Friday if you are late collecting your child, they will be sent to our after-school club where you may be charged £7.50.

## What about religious observance?

We acknowledge that children at our school are of various faiths. Therefore two days may be authorised for religious observance in an academic year. Any more days will not be authorised. Please let school know beforehand.

## What if my child has a medical appointment?

Parents/carers are advised where possible to make medical and dental appointments outside of the school day. Where this is not possible, pupils should attend school for part of the day. Parents/carers should show the appointment card to the School Office to confirm the medical appointment.

## I'm struggling to get my child to school.

Come to school and speak to the class teacher or Christine Mummery about it. We will support you in overcoming these difficulties.

If there is a change of circumstances which may affect your child's attendance or if you need help getting your child into a morning routine then please let us know .

We are here are to help!

