

Attendance Facts;

- Attendance of **95%** for the year equals **10** days that your child has been absent, that is 2 full school weeks of your child's learning missed for that year.
- Attendance of **90%** for the year equals **19** days that your child has been absent, that is almost 4 school weeks missed.
- Attendance of **85%** for the year equals **29** days that your child has been absent per, that is almost 6 school weeks missed.
- Attendance of **80%** for the year equals **38** days absent per year that is over 7 school weeks missed.

The school day has two attendance sessions

- If your child seems unwell in the morning but seems better by lunchtime, please bring them into school for the afternoon session, this will help to keep your child's attendance as high as possible.
- If your child ever has to have an emergency medical appointment, please ensure that you try to make it at the beginning or end of a school day, this way your child would only miss a maximum of half a day for the appointment.

Leave of Absence in Term Time (including holidays, weddings, visits to family)

- If you wish to take your child out of school for **ANY** reason during term time, you must formally request this in writing, addressed to the Headteacher. This applies whether it is for 1 day or a longer period.
- Periods of absence during term time can only be authorised by the Head and then **ONLY** in exceptional circumstances.
- Please remember in order for your request to be considered by the Head, you must make the request prior to the absence otherwise it is always unauthorised.
- If you have a period of unauthorised absence during term time, you may be subject to sanctions including a penalty notice which at present is £120 per child per adult. This is reduced to £60 per child per parent if paid within 28 days. Therefore if a family of 2 children take unauthorised leave during term time, the fine will be £240 for the Mother and £240 for the Father, reduced to £120 each if paid within 28 days.

The school year has 190 days for pupils to attend a year

There are **175** days per year when your child **does not** have to attend school.

These days could be used to;

- Spend time together
- Go on family visits
- Visit friends and family
- Go on holiday
- Go shopping
- Go on days out
- Attend routine appointments

Punctuality Matters

Being frequently late for school adds up to lost learning,

- Arriving 5 minutes late every day adds up to over 3 days lost each year
- Arriving 15 minutes late every day adds up to 2 weeks absence a year
- Arriving 30 minutes late every adds up to 19 days absence a year