

Lateness

The school expects the children to be on the playground before school and enter the school building as the doors open at 8.45am.

The doors and gates will shut at 8:55am. You should then bring your child through to the main office and sign them in in the late book.

Children who arrive between 8:55 and 9:15am will receive a L (late mark) in the register.

If your child arrives after 9:30am they will be recorded as U (unauthorised absence for the morning) unless they have attended a medical appointment.

We ask families to, whenever possible, register their children before attending medical appointments both morning and afternoon sessions.

If a child receives 5 unauthorised lates (U) within a term, you will receive a warning via a letter from the Headteacher. If a child receives 10 unauthorised lates (U) a penalty notice can be issued.



Does it really matter?

Poor examination results limit young people's options and poor attendance suggests to colleges and employers that these students are unreliable.

- Poor school attendance is also closely associated with crime; a quarter of school age offenders have truanted repeatedly
- At least 1 million children take at least one half day off a year without permission
- 7.5 million school days are missed each year through unauthorized absence

GCSEs may seem a long way off for you and your child but all absences at any stage leads to gaps in your child's learning. This in turn can:

- Mean that they fall behind in work
- Affect their motivation
- Affect their enjoyment of learning
- Lead to poor behaviour
- Affect their desire to attend school regularly
- Affect their confidence in school
- Mean that they miss out on the Social life of the school and extra- curricular opportunities and the experiences affect their ability to have or keep friendships.



Attendance and Punctuality



This leaflet provides information about the recent changes and the importance of attendance and punctuality within the learning journey of children

Why is lateness a problem?

All children like to be on time because it:

- Gets your day off to a good start and puts you in a positive frame of mind, so that you can make the most of the learning opportunities
- Sets positive patterns for the future. You can't expect to keep a job if you are always coming in late
- Leads to a good attendance record and means that you do not miss any of your learning
- Gives them time to chat and socialise with friends, helps me build better relationships
- Helps children feel safe and comfortable in a set routine
- Leads to understanding that school is important and that education is valuable
- Is respectful to your teacher and to your classmates.
- It builds good habits for later life



Absence

Absence requests can be made using the Absence Request form which is available on the website and from the school office. The Headteacher is obliged only to permit absence in exceptional circumstances. Time off for holidays does not constitute exceptional circumstances even if these holidays are for significant events or because the holiday is only affordable out of season. Absences will be referred to the Local Authority who will decide if a fine will be applied.

If a child receives any unauthorised days absence from school then the school may consider issuing a penalty notice and inform the Local Authority. This advice has changed from previous years.

Attendance over a school year:

If a child has had :

Less than 4 days absent = 98%

Less than 10 days absent = 95% attendance

Less than 4 weeks absent from school = 90% attendance

**5 ½ weeks absence from school
= 85% attendance**

**7 ½ weeks absence from school
= 80% attendance**

**Children are only at school 190 days out of 365
in a year.**

How we can support you?

We know that life does not always go as planned especially in busy family homes in the morning getting ready for the school day.

School staff are able to signpost support for families if there are ongoing issues, including attendance meetings with Headteachers.

School will support families as much as possible and want to work together to support our children.

Good attendance is celebrated within the school in a number of ways including class percentages on the newsletter, celebration assemblies, displays and termly treats.

Thank you for your continued support, most children have great attendance in our schools.

