



Attendance policy



In school everyday Learn Skills for the Future!

Any absence from school can affect your child's progress. Time off should only be due to genuine illness. All pupils need to be here every day in order for them to reach their full potential.

EVERY
SCHOOL DAY
COUNTS





Family Holiday



There are only 190 statutory school days in one year. There are 175 days (weekends and school holidays) available to use for holidays, which would not have a negative effect on our child's education.

Parents are discouraged from taking their child out of school for holidays, but the headteacher may authorise up to 10 days per academic year.

The Headteacher will make the decision and will consider the following contributory factors:

Time of Year

Length of time

Overall percentage of attendance

Impact on the child's learning

If your child's attendance is low, then holidays during term time will be unauthorised.

Green	100%	Not missing any lessons.
	99%	Missing about 10 lessons.
	98%	Missing about 20 lessons.
	97%	Missing about 30 lessons.
Amber	96%	Missing about 8 days of school. It will be difficult to catch up on the lost learning from about 40 lessons.
	95%	Missing about 2 weeks of school.
	93%	Missing 14 days of school. This is almost three weeks of Education lost
Red	92% and below	
		Missing more than 3 weeks of Education. A serious loss of learning that may have a detrimental effect on achievement.

85% to 90% Serious risk of Underachievement

Below 85% - Serious cause for concern and underachievement – FASTtrack by Local Authority



Punctuality



PUNCTUALITY

Punctuality is a legal requirement and pupils must attend on time. Persistent lateness has a detrimental effect on a child's learning and also disrupts other pupils within the class and throughout the school.

Authorised Absence

An unauthorised absence is when the school does not allow the absence. Absences for the following reasons are not acceptable:

- Sickness
- Exceptional Family Circumstances
- Unavoidable medical/dental appointments
- Days of Religious observance
- Authorised Holidays

If your child is off school due to illness please make sure you phone school on the first morning of their absence by 9.10 (close of register) on 01352 770235

Unauthorised absence

An unauthorised absence is when the school does not allow the absence. Absences for the following reasons are not acceptable

- Minor ailments – school can administer medication with parents permission – form to be filled
- Holidays without authorisation from school
- Birthday or day trips
- Parents waiting for workmen/deliveries
- Confusion about return to school date
- Shopping
- Looking after siblings
- Taking a full day for a single medical appointment
- Persistent Lateness






Attendance Target



There is a statutory requirement to set attendance targets annually, which have to be agreed by the School Governors. These targets are set in consultation with the Local Authority.

Our school target is 95%

There are 175 non school days a year to spend on family time, visits, holidays and appointments

					
190 (360 sessions) 190 days for your child's education	180 (360 sessions) Days of Learning	171 (342 sessions) 171 Days of Learning	161 (322 sessions) 161 Days of Learning	152 (304 sessions) 152 Days of Learning	143 (286 sessions) 143 Days of Learning
100%	95%	90%	85%	80%	75%
Good Best chance of success. Gets your child off to a flying start		Worrying Less chance of success. Makes it harder to make progress		Serious Concern Not fair on your child. Possible Legal Action	