

Did you know

The government classes any student with attendance of 90% or less, for whatever reason, as a **persistent absentee**.

If a student has 80% attendance, this means they are missing, on average, one day every week.

If this level of attendance continues, the student will have missed a whole school year by the end of year 11.

Punctuality

Even being just a few minutes late each day can have a significant impact across the academic year.

5 minutes late = **3 days** lost

10 minutes late = **10 days** lost

30 minutes late = **19 days** lost

**Every day counts!
lost minutes = lost learning**

Making sure your child doesn't miss out

- Let your child know that attendance is important and that it's not right for them to miss school
- Is your child unhappy at school? Contact your child's tutor or Head of Year as soon as possible if you think there are problems affecting their attendance
- Take an active interest in your child's education to show how important it is to be at school and work hard
- Make sure your child arrives to school on time every day. Arriving late can be unsettling and disruptive



Attendance

Information for parents,
carers and students



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Why is going to school important?

Students who attend school regularly benefit in the short and long term. They stay on top of their education and learn how to get on with people better.

A student with a good attendance record is setting themselves up for a better future when they leave school. Colleges, universities and employers want applicants who are reliable, and good attendance is a sign that a student can be trusted.

If students miss school regularly, they:

- Fall behind with school work
- Make less progress
- Do less well in exams - which affects their future chances and choices

They may also:

- Become involved in anti-social behaviour
- Become involved in criminal behaviour
- Place themselves at risk

What's acceptable - and what's not

When is it OK for a student to miss school?

Illness - please contact the school on the first day of illness. Please note, in some instances where there are already ongoing concerns about a child's attendance, the school may ask for medical notes to authorise these absences.

Medical appointments - as far as possible, please try to arrange these outside the school day. If this is not possible, please give as much notice as possible.

Exclusion - you will always be notified in advance of any exclusions.

Religious festivals

In these circumstances, the school will record a student's absence as authorised.

When is it not OK for a student to miss school?

Holidays - the school **does not** authorise any holidays during school time.

Birthdays, Shopping, Truancy

In these circumstances, the school will record a student's absence as unauthorised.

Only the school can authorise an absence - not parent/carer.

**Worried about your child's attendance?
Contact your child's tutor, Head of Year
or Mrs Stringer (Attendance Officer)
at school.**

What the law says

Parents are legally responsible for making sure their child gets a full-time education. For most, this means attending school.

Legal implications of unauthorised absences:

- Penalty notice warning
- Penalty notice issued (currently £120, reduced to £60 if paid within 21 days - payable by anyone with parental responsibility for the child). Failure to pay results in prosecution
- Court summons - this could lead to a larger fine, a Parenting Order or even a custodial sentence

Further information

Parentline Plus

Free, 24 hour confidential Helpline
0808 800 2222

