

LEAVE IN TERM TIME

By law all children of compulsory age must receive a full time education. Parents are responsible for ensuring this happens. And if you fail to ensure your child attends school regularly legal action may be taken by the Local Authority.

PLEASE THINK VERY CAREFULLY BEFORE TAKING YOUR CHILD OUT OF SCHOOL DURING TERM TIME

- By Law you MUST ask for permission for your children to miss school well in advance of the planned absence..
- Parents can request a leave of absence but this can only be authorised if the circumstances are exceptional.
- Parents who take a child of school age out of school without permission may be issued with a penalty notice from the Local Authority,
- Application forms for a leave of absence are available from the school office.

Attendance Facts

If your child attends school **100%** they will be able to make the best of all opportunities available to them.

Children who attend above 95% are more likely to gain 5 or more A-C GCSEs or equivalent qualifications.

If your child has **90%** over the whole 11 years at school, they will have missed over one year's education!

91.1% attendance = missing 17 days of school in one year.

Missing 17 days a year also means dropping 1 GCSE grade (on average).

Children with less than 85% attendance are unlikely to gain 5 A*-C GCSEs.

82.1% attendance = missing 34 days of school in one year.

If your child has 80% attendance over the whole 11 years at school, they will miss over TWO years education!

Poor attendance like this will have a serious impact on education and life chances.

SCHOOL ATTENDANCE 2018

PILLING ST JOHN'S CE
PRIMARY SCHOOL

**EVERY
SCHOOL DAY
COUNTS**

INFORMATION AND
GUIDANCE

If you have any further queries please contact school or visit the website to read our Attendance Policy

SCHOOL ATTENDANCE

We would like to emphasise the important role you play in your child's education.

School expects;

- That your child attends school regularly
- Your child is on time every day
- If your child is absent for any reason you **MUST** contact school straightaway to explain why your child is absent. This must be done by telephone. If not we will contact you.
- The school opens at 8.45 and we ask that children are ready to enter school with their class teacher as this enables a very prompt start for Registration at 8.55am..
- Once the side gate has been locked after the whole school has entered with the class teachers at 8.45 you **MUST** bring your child to the front entrance. You will be asked to sign the children into school for Health and Safety reasons.
- Registration takes place between 8.55 and 8.58 and any child arriving after this time will be given a late mark in the school register.
- Any child arriving after 9.30 will be registered with a U which indicates that they have an unauthorised absence but are present on site.

TYPES OF ABSENCES Every half day absence from school has to be classified by school as either **AUTHORISED** or **UNAUTHORISED**.

AUTHORISED absences are mornings or afternoons away from school for a very good reason such as illness, or unavoidable medical/dental appointments.

UNAUTHORISED absences are those which the school does not consider reasonable and for which no authorisation has been given. This type of absence can lead to the Local Authority taking sanctions and/or legal proceedings.

The decision whether to authorise an absence rests with the Headteacher. Any leave will only be authorised in very exceptional circumstances.



PERSISTENT ABSENCE: The minimum attendance level which is expected at our school is 96%. It is when attendance falls below this level that school will start to monitor closely the amount of time children have off school.

School may use strategies such as Parent Contracts, Attendance Panels and referrals to the Local Authority Attendance Team in order to support parents in improving attendance.

The Department for Education has determined that from September 2015 a pupil becomes a persistent absentee when their attendance falls below **90%**.

When attendance nears this level children have already missed significant amounts of schooling. We require parents full support in ensuring that attendance does not reach this level. Parents may be asked to attend an attendance panel to discuss their child's attendance.

You may be asked to provide evidence before an absence is authorised e.g. prescriptions, appointment cards etc.

Attendance Percentage	Days missed over a school year
100%	0 days
95%	10 days
90%	20 days
85%	30 days
80%	40 days

APPROXIMATE INFORMATION