



**North Wheatley
CofE Primary**

ATTENDANCE GUIDANCE FOR PARENTS

“ATTEND TO ACHIEVE”

**North Wheatley C of E
Primary**

January 2018

North Wheatley C of E Primary strongly believes in enabling all pupils to achieve as highly as they are able to, in all they do. We expect all parents and carers to support us in achieving this goal.

FACT: Those who attend well, do well

Raise your child's attendance and improve their life chances

NATIONAL EXPECTATION IS AT LEAST 97% ATTENDANCE FOR ALL PUPILS

Attendance - impact on progress

We expect all our children to attend every day of the school year. Outstanding attendance is vital in ensuring that every child achieves their potential. School attendance is a priority for our school and a great deal of time and resources are spent in ensuring all our pupils and their families understand the importance of outstanding attendance and we strive to improve constantly to achieve an attendance of at least 97%.

97% and above	Less than 6 days absence a year: Pupils with this attendance should achieve the best grades they can, leading to the best possible start in their secondary education.
Below expected 90 – 96%	Approximately 8 days absence in a year: This means half a year of school is lost over the course of a child's school career. Pupils with this attendance are below the national average and are less likely to achieve their target grades and less likely to be prepared for starting secondary education.
Below 90%	Too low! 19 days absence over the year: Pupils with this attendance are missing a month of school per year and are likely to fall behind in Maths and English; it will be very difficult for them to achieve their best. It means that a child will miss a whole year of school if this rate continues across their whole school career. Parents of pupils with an attendance level of below 90% will be contacted by letter and attendance monitored.
85%	Serious problem! These pupils are missing 6 weeks of school a year. It will be almost impossible for them to keep up with their group and achieve their best. Parents of pupils with an attendance level of below 90% will be contacted by letter and attendance monitored.

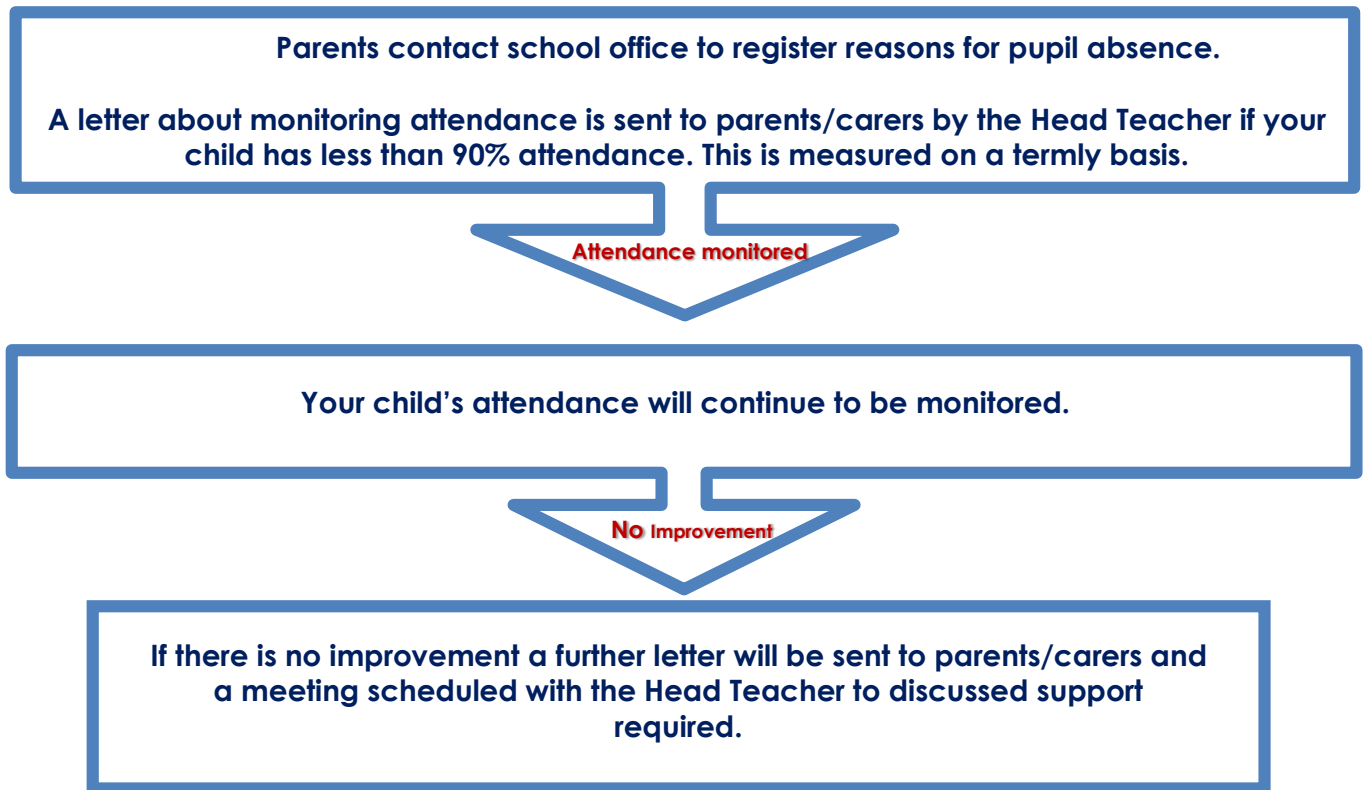
Cause for concern is **90% and below** (defined as persistent absence). Persistent absence will trigger the North Wheatley C of E Primary attendance procedure.

Children are expected to attend the school for the full 190 days of the academic year unless there is a good reason for absence. It is the responsibility of parents and carers to ensure their children attend school regularly and on time. Failure to do so is an offence under Section 444-1 of the Education Act 1996. We will support the process of encouraging good attendance, but ultimately it is the parent/carers' responsibility to achieve it.

Please note registration begins at **8.30am** and your child should be in school on time. If your child is late you must report to main reception and offer an acceptable reason for the lateness.

Wherever possible, please make medical and dental appointments outside of school hours.

Procedure for attendance concerns



ATTENDING SCHOOL EVERY DAY MEANS:

- Better life chances for your child and preparation for the world of work
- Building lasting and valuable friendships
- Being able to achieve your child's full potential and access all opportunities

There are two types of absence:



AUTHORISED (where school approves student absence)

Acceptable reasons for absence are:

- Illness (sickness and/or diarrhoea - please have 24hr clear before returning)
- Medical appointment that cannot be made outside of school hours
- A day set aside for religious observance



UNAUTHORISED (where school will not approve absence)

Unacceptable reasons for absence could be:

- Holiday

- Headache
- Hair appointment
- Illness of a sibling or parent
- Birthday
- Shopping
- Overslept
- Visiting friends or relatives
- Car problems

This is not an exhaustive list.

If your child is absent, you must call the school on the first day, stating the reason why your child is not able to attend. We will then decide whether to authorise the absence or not. If we do not authorise the absence, you will be informed. If your child is feeling better, as the day progresses, please bring them into school.

Phone: 01427 880409

How can parents/carers encourage good attendance?

- **TALK** regularly with your child about school and how they feel about it. They are more likely to attend if they feel supported and their anxieties are listened to.
- **PHONE** as soon as possible to let us know of your child's absence.
- **DO NOT** take holidays in school time.
- **DO NOT** allow your child to have time off unless it is really necessary.
- **ENSURE** your child is in school during assessment weeks
- **DISCUSS** with school, at the earliest opportunity, any problems/worries that are affecting your child's attendance.
- If you have any concerns **RING US** - we will check attendance and be discreet.
- **PRAISE AND REWARD GOOD ATTENDANCE:** even the small improvements and successes.