

AUTHORISED ABSENCE

Where a pupil is absent due to sickness and is genuinely unable to attend school, then the school, after being informed, may authorise a child's absence.

It is important that you phone the school or come into the office if your child is going to be absent at the start of the day. You will receive a phone call from the office if you do not inform us as it is our duty to ensure your child is safe. If we cannot make contact with you, then you may receive a home visit from a member of staff.

In law, only the Headteacher can authorise a pupil's absence and may require additional evidence such as a letter from your GP or other medical proof particularly if your child's attendance is already a concern and below 95%.

EARLY HELP

We are always here to help. and, we all face challenges in our lives. You can reach out for some support if you are finding it challenging to get your child into school.

Please contact one of our Safeguarding Team or Mrs. N. Taylor, our Attendance officer, who will be more than happy to help.



UNAUTHORISED ABSENCE

The law states that parents or carers must ensure that their child regularly attends the school where they are registered. Should your child fail to attend school regularly, legal action may be taken against you.

It is a parent's legal responsibility to ensure that their child, when of statutory school age, accesses education appropriate to age, needs and ability.

Under the terms of the education related provisions of the Anti-Social Behaviour Act, each parent/carer(s) may be issued with a Penalty Notice of £60 if:

- You fail to ensure that your child attends school regularly
- You allow your child to take leave of absence in term time without a school's authorisation
- You fail to return your child to school on an agreed date after a leave of absence
- Your child persistently arrives late for school after the register is closed

Examples of unauthorised Absence may be if your child does not attend because of:

- Going on holiday or travelling abroad
- Days off for birthdays, shopping trips
- Feeling tired
- Bad weather
- Non urgent appointment
- Parent unwell to bring them to school
- Not well enough

There are 38 weeks in the year when school is open and 14 weeks (175 DAYS) when families can visit family overseas; go on holiday; travel or attend non urgent medical appointments. So before you ask for leave of absence please consider... Is your request for leave of absence exceptional?



SCHOOL ATTENDANCE

Being in School every day and on time!

WHY IS ATTENDANCE IMPORTANT?

Encouraging regular school attendance is one of the most powerful ways you can prepare your child for success - both in school and in life. When children are absent from school for fewer days, their attainment and reading skills often improve. Children who attend school more regularly also feel more connected to their community, develop important social skills and friendships and are significantly more likely to be successful in their school life and beyond.

New government guidelines state that attendance figures of 90% or less is classed as 'persistent absence'. The government expects that in order for a child to reach a their full potential, they must attend school for a minimum of 95% of the year.



PROMOTING GOOD ATTENDANCE

Inkberrow Primary School promotes good attendances as soon your child starts at school. It is an expectation that all children attend school if they are well enough to do so.

We reward good attendance in different ways:

Attendance Hero:

Each month, the children are rewarded with a certificate for attending school every day that month.

Attendance Trophy:

Each week in Star Assembly, the top three classes are announced to the school. The winning class receives the school trophy to display in their classroom for the week.

Newsletters:

In our Friday newsletter, we publish all the weekly winners to celebrate with the wider community

WHAT HAPPENS IF MY CHILD'S ATTENDANCE FALLS?

97% - 100%

Nothing - we celebrate that your child has great attendance at school

95%

At the end of every half-term, all children who have attendance below 95% will be sent a letter from the school. to give you information on why your child's attendance has fallen. The school will begin to monitor your child's attendance

90%

Your child is now classed as persistently absent. The school may require a meeting to see if there are ways in which we can improve your child's attendance

85%

We will offer you an Early Help programme to support you in raising your child's attendance.

80%

The school will make a referral to our EWO (Educational Welfare Officer) to provide support

Below 80%

Possible referral for court action

WHAT HAPPENS WHEN YOUR CHILD MISSES SCHOOL?

365 Days in Each Year	190 School Days in Each Year	5 days absence	10 days absence	holidays, shopping, household jobs and other appointments		
	190 SCHOOL DAYS IN EACH YEAR	185 SCHOOL DAYS IN EACH YEAR	180 SCHOOL DAYS IN EACH YEAR	29 days absence (5 weeks 4 days) Half a Term missed	38 days absence (7 weeks 3 days)	47 days absence (9 weeks 2 days)
	100%	97%	95%	85%	80%	75%
	Excellent		Worrying		Serious Concern	
	Best chance of success		Less chance of success		Risk of underachievement	
	Gets your child off to a flying start		Makes it harder to make progress		Possible court action	

"MISSING SCHOOL CAN LEAD TO MISSED OPPORTUNITIES. ATTEND EVERY DAY, AND SEIZE EVERY OPPORTUNITY."

