

Good attendance 2 - Everyone's business



walking in the footsteps of Jesus

Think:

- ✓ Every minute counts.
- ✓ Every year - 175 (48%) non-school days for holidays, appointments and treats.
- × Lateness and absence = lost learning time



Shared responsibilities:

- ✓ Parents: Ensure your child attendance.
- ✓ School: Register twice / day, inform the local authority of problems.

Absence adds up:



Attendance close to 90% - We contact you.



Quick link: [Attendance Policy](#)

How you can help improve attendance:

- ✓ Arrive on time.
- ✓ Be firm. Only allow absence when ill.
- ✓ Establish sleep and morning routines.
- ✓ Make appointments after school.
- ✓ No term time holidays or long weekends.
- ✓ Talk to us. Phone in absence every day.

What we do to improve attendance

- ✓ Check registers every day. Follow up if we don't hear from you.
- ✓ Identify punctuality and attendance problems.
- ✓ Talk to you and work with the local authority and children's services.

Authorised absence?

Yes to:

- ✓ Death or terminal illness of a close relative.
- ✓ A significant religious event.
- ✓ Forces personnel or employer restricted time off.



When attendance is a problem

- × Late after register closes = **1 unauthorised** absence.
- × **1 day unauthorised** = **2 unauthorised** absences
- × **8 unauthorised** = Warn and inform letter.
- × **10 unauthorised** = Attendance meeting / Possible penalty notice (fine).