

Why is good attendance important!

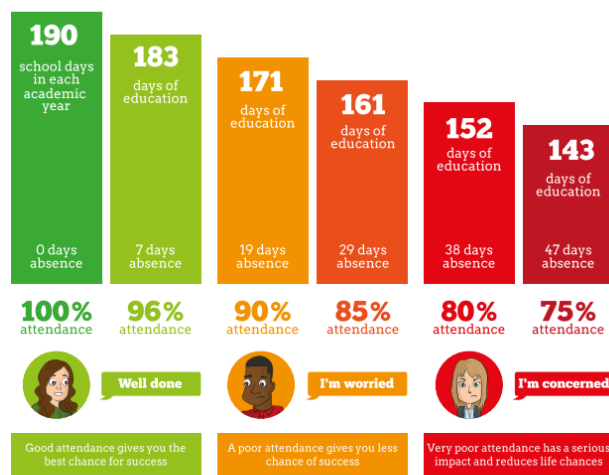
Good attendance gives your child every chance of success and helps develop skills for life. Every child has the right to a fulltime education.

Missing school regularly can and does have an effect on their progress and confidence to try new things.

It is well known that good school attendance affects a child's success in learning and helps to fulfil their potential and give a chance of a better future.

Everyday your child is absent from school is an opportunity missed. As a school and a parent we have a shared responsibility to ensure that your child attends school regularly.

Do you know what good attendance is?



Punctuality

At Mallard Primary School the doors open at 8:40am with registration at 8.55am. The school gates will be closed at 8:55am, which means if your child is late that day they must report to the main office to sign them in.

Registration closes at 9:00am. If your child arrives after this time they will receive a late mark that shows them to be present at school. However if your child arrives in school after 9.30am they will receive an unauthorised absence for the morning session. This is in accordance with Regulations. This code is a U. This may mean that you could face the possibility of a Penalty Notice if the problem persists.

Medical Appointments

Please try in the first instance to make appointments wherever possible outside of school. If an appointment is during the day, your child will need to be signed out at the main entrance. We will expect children to return to school after the appointment where possible

Illness

Under normal circumstances, the only reason children should miss school is if they are too unwell to attend school.

If your child is absent from school due to illness parents are asked to contact the school to inform us of your child's absence. In the case of frequent illnesses or a longer illness, a medical certificate may be requested.

Holidays

In line with government legislation effective from 1st September 2016 no requests for holidays can be authorised except in exceptional circumstances. For School to be able to consider an exceptional circumstances request, a form from the office must be submitted at least four weeks before the proposed holiday. School will inform you of its decision at the earliest possible time.

All holidays will be classed as unauthorised, unless you receive written confirmation otherwise. There are no exceptions.

All holidays that are unauthorised will be referred to the Local Authority to issue a Fixed Penalty Notice.

In line with new Local Authority guidelines, any pupil with 2 days' of unauthorised absence with no reason for absence being given will be automatically referred to the Attendance and Pupil Welfare Department who will issue a Fixed Penalty Notice.

What happens if your child does not attend school regularly?

Your child's school is responsible by law for reporting poor attendance to the LA. As a parent, you are committing an offence if you fail to make sure that your child attends school regularly, even if they are missing school without your knowledge. You run the risk of being issued with a penalty notice or being taken to court.

Traffic Light System

At Mallard Primary School we use a traffic light system to inform parents of their child's attendance. Attendance information is sent out to parents each term

Attendance at 96% or above = Green (safety zone)

The government standard for good attendance is 96% or above.

Attendance between 90.1% and 95.9% = Amber (At risk zone)

This is considered to be the "at risk zone". If you are in the amber please be aware that your child's attendance is below the standard set by the government. As a school, we will closely monitor your child's attendance and may discuss your child's attendance with the Local Authority Education Welfare Officer. If you need support with your child's attendance, please contact the school.

Attendance below 90% = Red (Danger zone) If your child's attendance falls below 90% your child's attendance will be referred to the Education Welfare Officer. Your child's attendance will be closely monitored along with any absences. As a school we will ask you to enter a parenting contract. If there is no improvement in your child's attendance the Local Authority will take further action.

Attendance Matters

Attending school every day = 100% attendance

Attending 4½ days a week = 90% attendance = 4 weeks missed per year.

Attending 4 days a week = 80% attendance = more than half a term missed per year or 2 full years missed over the course of their school career.

Attending 3½ days each week = 70% attendance = more than a quarter of the school year missed. An average attendance of 80% or less across a child's school career adds up to missing a whole 2 years from school

Being late for school reduces learning time.

If your child is 5 minutes late every day they will miss three days of learning each year.

If your child is 15 minutes late every day they will miss 2 weeks of learning each year



For more information about school attendance please visit the website 'Sam and Sammie'

<http://www.samandsammie.com>

Mallard Primary School



School Attendance Information for Parents and Carers

