



Tickford Park Primary School

Our guide to attendance at school

"Every Lesson Counts"

Every child has the right to receive full time education 190 days a year, (380 sessions).

Children can only make the most of the educational opportunities we provide if they attend school regularly and on time.

Lessons lost will never be made up.

85% attendance or below is a cause for concern.

Parents are asked not to seek approval for term time leave unless there are exceptional circumstances. All holidays during term time are unauthorised and could be subject to a Fixed Penalty Notice (FPN) of up to £60.

There is no right for a parent/carer to take a child out of school for a holiday.

WHAT IF YOUR CHILD IS LATE?

They miss registration which may cause an absent mark.

They miss the beginnings of lessons which contain the introduction to the work from the teacher.

They will be "catching up" for the rest of the lesson.

They miss the social part of the beginning of the day.

They may be reluctant, or refuse to enter the classroom.

They may feel self-conscious and humiliated.

They may miss important information about events.

They disrupt the lesson going on.

CHILDREN REALLY DO NOT LIKE BEING LATE FOR SCHOOL

If there are 5 late marks recorded a letter will be sent by the Headteacher. If two letters are received then parents will need to attend a meeting with the Headteacher.

Parental responsibility

Education Act 1996, Part VI Chapter II, Section 444.

(1) If a child of compulsory school age who is a registered pupil at a school fails to regularly attend the school, his parent/carer is guilty of an offence.

When a child persistently misses school and parents/carers are aware of the situation, the parents/carers may be prosecuted in the Magistrates Court.

Any person guilty of an offence against Section 444 (which deals with the duty of parents/carers to secure regular attendance of registered pupils) of this Act shall be liable on summary conviction of a fine not exceeding Level 4 on the standard scale (at present £2,500), a Community Service order, a Parenting order or up to three months in prison.

Most common acceptable reasons for absence:

Illness of the child (not the parent/carer)

A medical or dental appointment.

A religious event.

The following reasons for absence will not be authorised:

Looking after the house.

Looking after other family members.

Illness of another family member.

Shopping during school hours.

Birthdays.

Day trips/family holidays.

Parents/Carers are legally required to ensure their children are educated.

WHAT DOES THE SCHOOL DO?

Provides 190 days of planned curriculum delivery - not a day should be missed.

Listens and supports.

Tries to help with any problems you are having.

Reports levels of school attendance to:

The Governing Body.

The Department for Education; and OFSTED.

Monitors attendance.

Reports a child's attendance, at least annually, to parents.

Informs parents/carers of their child's unacceptable absence.

Invites the parents/carers to a meeting to discuss the issue.

LET US KNOW IF YOU HAVE A PROBLEM, PERHAPS WE CAN HELP.

WHAT CAN YOU DO TO HELP?

Report the absence of your child before 9.00am.

Make sure your child is in school for registration - don't let them miss out on the first part of the day.

Arrange an appointment after school if you need to speak to the teacher.

Do not take term time holidays.

Understand that beginnings and ends of terms are as important as any other time in school.

Avoid applying for any leave of absence in May/June when SATs/national examinations are held.

Don't allow your child more time away from school than is absolutely necessary.

Encourage a pattern of punctuality and good attendance with your child - let them see it matters.

When one of your children is off school, make sure you get the others into school - ask a friend to take them.

When a family member is ill, make sure you get your child into school.

Take notice of how much time your child has been away from school.

Let us know if you are about to leave the area, change your address or any of your contact numbers.

BE CONCERNED ABOUT YOUR CHILD'S ABSENCE.

SCHOOL CONTACT NUMBER:

**Tickford Park Primary School
(01908) 610431**

