

Attendance Information for Parents

Attendance Ladder



10 Tips to help you and your child make going to school easier

- 1 Help them get their school bag packed the night before
- 2 Make sure their uniform is ready especially after the holidays or weekend
- 3 Get them to bed at a reasonable time so they have a good nights sleep
- 4 Set the alarm clock early enough to allow plenty of time to get ready properly
- 5 Make sure they have some breakfast
- 6 Remind them to set off for the bus or start walking early enough so they won't be late: **punctuality is important**
- 7 Check to make they have everything they need — books, PE kit, bus fare, dinner money etc.
- 8 If your child is finding the work too hard speak to the teacher
- 9 Talk to your child about what they did in school today
- 10 If you or your child are unhappy about the way they are treated by staff or other pupils, contact the school straight away

Some facts about school attendance...

The Government regard **95%** as the minimum satisfactory attendance for a secondary school pupil.

Keeping children away from school for no good reason is a criminal offence.

Some parents have been given a prison sentence for continually failing to send their child/children to school.

Looking after other children or shopping for new clothes are not good enough reasons to keep your child off school. The schools will not authorise absences without a good reason for your child being off.

80% attendance is the same as having a day off every week.

Most children should routinely have attendance rates of **97%** or more. This is the equivalent of 6 days absence a year. **BUT 100%** is achieved by many pupils every year in both primary and secondary schools.

Children with poor attendance often become the victims of bullying.

Remember the only legally accepted reasons for not being in school are illness, holiday approved by school or a day of religious observance.

90% attendance is like having a day off every two weeks.

It is the school and not parents who decide whether or not to authorise absences. The parent's note is necessary because the reasons given need to be considered by the school.

If your child does not go to school regularly and you fail to work with the school and the Education Welfare Service then you may be fined up to £2500 or be given a Parenting Order.

Keep an eye out for early signs of your child not wanting to go to school, such as moodiness, headaches, or stomach aches, especially at important times like the transition into year 7 or after the school holidays. Act upon these signs **early**, please don't be frightened to speak to someone in school or ring the Education Welfare Officer allocated to the school.

If you take a two week holiday in term time your child's attendance will automatically be reduced to less than 95%.

If you take a 2 week holiday every year in secondary school your child will have missed 10 weeks worth of education by the time they sit their GCSE's (assuming they haven't had a single day off for illness).
If your child misses 10 weeks of school do you think it will affect their exam results?

A 2 week holiday each year in primary school means a total of 14 weeks teaching time missed— this could have a real impact on their basic literacy and numeracy skills.

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Prolonged absence from school can lead to loneliness. It can make it harder for your child to get along with other children and make friends.