

ATTENDANCE AT GLEMSFORD PRIMARY ACADEMY

Attendance Facts for all Parents and Carers

- All pupils are expected to reach attendance levels of 97 percent and above to be able to access and achieve their potential at school.
- Pupils only attend school for **190** days per academic year, which means that for the other **175** days they are at home with you.
- Persistent absence from school will be investigated by the Education Welfare Officer and fines could be implemented for each child to each parent.
- In line with current recommendations, holidays in term time are not permitted. (see request for absence).
- Children with over 90 percent attendance at school are more likely to gain 5 or more A-C GCSEs or equivalent qualifications.
- Children with less than 85 percent attendance at school are unlikely to gain 5 A-C GCSEs or any qualifications.

What can parents and carers do to encourage school attendance?

- Encourage your child to come to school. School is fun and exciting!
- Don't keep them off from school unless they are REALLY poorly.
- Give yourself and your child plenty of time in the morning. Stick to the same routine.
- Make sure your child goes to bed at a reasonable time.
- Contact the school first thing in the morning if they are unwell and keep them informed.
- Bring your child to school on time and pick them up on time.
- Let the school know if you change your address, telephone number or email address
- If you are experiencing problems with getting your child to school; speak to the teaching staff early.
- Don't take holiday's in term time

Request for Absence for a school child

The form requesting leave of absence should be completed by the parent or carer and forwarded to the Headteacher, of the school attended by the child, before the period of absence. This form can be obtained from the school office. The school will notify you of their decision within three weeks of receiving the request.






The school will only be able to authorise absences in very exceptional circumstances listed below:

- Service personnel and other employees who are prevented from taking holidays during term time.
- When a family needs to spend time together to support each other during or after a crisis.
- Parents who are subject to a strict and un-negotiable holiday rota and evidence is provided to this effect

At Glemsford Primary Academy we celebrate our attendance.

- The class with the best attendance each week is awarded with a trophy.
- We send home percentage attendance reports to our parents / carers at the end of each term.
- End of year best attendance certificates.

Percentage Attendance Information

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|  <p>Above 97 %</p> | <p><u>Less than 6 day absence in a year (12 sessions).</u></p> <p>Excellent attendance.</p> <p>Pupils with this attendance should achieve the best grades they can.</p> |
|  <p>95%</p> | <p><u>Less than 10 days absence in a year (20 sessions).</u></p> <p>Pupils with this attendance are likely to achieve their target grades and are working towards improving their attendance and punctually.</p> |
|  <p>90%</p> | <p><u>20 days absence over the year (40 sessions).</u></p> <p>Pupils with this attendance are missing approximately a month (20 days) out of a school year and may fall behind in Maths, English and other subjects. It will be difficult for them to achieve their best.</p> |
|  <p>85%</p> | <p><u>30 days absence a year (60 sessions).</u></p> <p>These pupils are missing approximately 6 weeks of a school year. It will be very difficult for them to keep up and achieve their best. The attendance Officer will be looking at your child's attendance to make sure that it does not dip below the next level of 80%.</p> |
|  <p>80%</p> | <p><u>Pupils with this attendance are missing a day for every week of school.</u></p> <p>It will be almost impossible to keep up with their work. Parents of pupils with this level of attendance will be known to the Education Welfare Officer and will be closely monitored. If your child's attendance does not improve a penalty notice fine may be issued.</p> |