

## **Attendance, Absence and Holidays**

### **Attendance and Absence**

Children who attend school regularly do better in school

There is a clear link between high levels of attendance and better achievement. For example, in 2007 91% of children with less than six days absence gained at least five GCSEs. Of the children who had more than twelve days absence, only 36% achieved at least five GCSEs.

Your child's progress, development and success depend on a number of factors. One of these is regular attendance.

### **What does the law say?**

The law states that all children of compulsory school age must be given a suitable full-time education.

### **What are your responsibilities as a Carer/Parent?**

You are responsible for making sure your child regularly attends school. This still applies even if your child is missing school without your knowledge.

### **What if my child is ill and can't come to school?**

Please call us as soon as possible to let us know. It's our policy to call/text home if we don't hear from you.

You should also tell us beforehand if your child is likely to be out of school for a long period. In this case, we may ask you to provide a note from your doctor or hospital to confirm the absence. Teachers can then set your child work to do from home.

## Do I need to give you notice for medical appointments?

Please try to avoid arranging doctors, dentists and similar appointments during school hours. Where this is not possible, let us know as soon as you can.

## Lates

School begins at 9.00am. If students arrive late, this will be recorded and will be followed up by school staff who will issue detentions.

Students who arrive after the register closes (9.30am), with no valid reason, then this will be recorded as an unauthorised absence.

## Absence due to exceptional circumstances

The legislation regarding student attendance changed with effect September 1, 2013. Legislation now states that children can only take holidays in term time in exceptional circumstances. The Headteacher is no longer in a position to authorise absences independently. The school will, on occasion, refer cases which it considers to be exceptional to the appropriate Local Authority, who will give guidance on the final decision to ensure consistency.

What do I do if I need to apply for an absence in term time?

Please contact the Headteacher directly to discuss potential absence from school. The Headteacher will give [guidance](#) and if necessary issue you with an [Absence from School for Exceptional Circumstances Referral Form](#).