

Brinsworth Whitehill Primary

(A Part of Wickersley Partnership Trust)

Attendance



Why is regular school attendance important?

Brinsworth Whitehill Primary works closely with Parents/Carers and children in connection with attendance so that every child achieves their full potential.

*(By law, all children of compulsory school age **five to sixteen** must receive a suitable full-time education)*

Once your child is registered at school, you are legally responsible for making sure that they attend regularly. If your child fails to do so, you risk getting a penalty notice or being prosecuted. You also need to think about the negative impact upon the following:

- Their learning
- Their friendships
- Their self-esteem and confidence

Brinsworth Whitehill monitors attendance of every child in the school and works in partnership with parents and other professionals. Together we work and support children and families who are not attending school without sufficient reason.

It is very important that you contact school, on the first day of absence, to let us know that your child is ill.

Our school number is 01709 828242 or you can leave a message on the telephone dedicated absence line.

90% attendance sounds good, but means that your child misses:

- One half day each week
- Nearly four weeks every school year
- Over one school year in a school life



Our school's target for 2016/2017 academic year is 96.5%

The National target for 2015/2016 academic year is 96%

School Matters!



TIMEKEEPING

Timekeeping is also important in the education of your child. If your child is persistently late then they are missing out on important start of lessons.

School doors open at 8:45am and will close at 9:00am promptly.

If you arrive after this time, please report to the school office where your child will be given a mark. Registration will close at 9:15am.

Timekeeping is also important in the education of your child. If your child is persistently late then they are missing out on important assemblies as well as the start of the lesson.

ATTENDANCE COMMUNICATION

Texts

Parents receive a text if your child's attendance is below 90% so that you are aware of how many sessions have been missed.

Letters

Letters are issued each term with details of your child's current attendance.

Letter 1	100% attendance. Best chance of success FANTASTIC SUPER ATTENDERS!
Letter 2	96.5% and above attendance. WELL DONE – ACHIEVED SCHOOL TARGET OR ABOVE
Letter 3	96.5% and below. Absence due to illness/other circumstances
Letter 4	96.5% and below. Absence due to holiday

SUPPORT AND ADVICE

If you require any support or advice with attendance and punctuality, please contact the school office to arrange an appointment. Parents of children whose attendance is below target, will be asked in for a meeting to discuss ways in which to improve attendance.

We ask parents to telephone or leave a message to report a pupil absence as early as possible on the day of the pupil's absence providing a description of their illness.

Please ensure the following information is in your message to us:-

- Child's first name and surname
- Your message – description of illness/reason not attending
- Expected date of returning
- Your relationship to the child

Children may not take family holidays during term time



ATTENDANCE AWARDS

Attendance is vital to a successful education in primary school as this is the foundation for lifelong learning. Missing lessons makes it more difficult for your child to make good or better progress as they will have gaps in their learning.

Children who have 100% will receive a badge and certificate:

Autumn Term	Bronze
Autumn Term & Spring Term	Silver
Autumn Term, Spring Term & Summer Term	Gold

Children who attend for 100% over the three terms will receive a special reward!

Fixed Penalties

Regular and punctual attendance of pupils at school is both a legal requirement and essential for pupils to maximise their potential. Parents are responsible for ensuring that their child of compulsory school age receives efficient education that is suitable to the child's age, ability, aptitude and to any educational needs the child may have.

An offence occurs if a parent or carer fails to secure a child's regular attendance at a school at which they are a registered pupil and when that absence is not authorised by the school and does not meet one of the statutory defences. Penalty Notices are one of a number of legal sanctions available to deal with these offences.

Circumstances When Fixed Penalty Notices May Be Issued:

Penalty Notices may be considered appropriate in the following circumstances:

- Attendance below 85% with at least 10 days lost due to unauthorised absence. These do not need to be consecutive.
- 5 days or more unauthorised absence due to holidays in term time.

