

## DID YOU KNOW?

### Good Attendance is;

- 100% = no learning missed 😊
- 95% - 1 week, 4 days learning missed

This is the expected level of absence that should be aimed for.



### Poor Attendance is;

- 90% = 3 weeks and 4 days of learning missed
- 85% = 5 weeks and 3 days of learning missed

At this level of attendance your child will be classed as a persistent absentee (PA) and it is likely that the Education Welfare Officer would be involved.



### Very Poor Attendance is;

- 80% = 7 weeks and 3 days of learning missed
- 75% = 9 week and 1 day of learning missed

At this level of absence the Education Welfare Service would be involved

**If your child is absent from school for 1 week they miss 10 hours of literacy and 5 hours of maths!**

## HOW CAN YOU SUPPORT OUR PARTNERSHIP?

Being at school is a very important part of any child's life. It enables them to learn, to make friends, to gain important knowledge and to develop a variety of skills which will prepare them for adult life. School and parents/carers are partners in making this a success. As parents or carers it is your legal responsibility to make sure that your child makes the most of this opportunity by attending regularly and aiming for at least 96% attendance.

**If you need any further information or support please contact us here in school on 01736 364747.**

## SO WHAT DOES GOING TO SCHOOL EVERY DAY MEAN? WHAT DOES THE EVIDENCE SAY?

Going to school every day and arriving on time means;

- Reaching full potential
- Achieving better test results
- Improved life chances
- Making friends and building long lasting relationships
- Building a positive self esteem

Regular school attendance is incredibly important, it means a child will fulfil their potential and has a chance of a better future



# Gulval School

## A Guide to Attendance at Gulval School for Parents and Carers



Be an attendance **HERO!**

**HERE  
EVERYDAY  
READY  
ON TIME**

[www.gulvalschool.org.uk](http://www.gulvalschool.org.uk)  
Principal: Mr Paul Baker



## LEAVE OF ABSENCE

The current law does not give any entitlement to parents to take their child out of school during term time. The Education (Pupil Registration) (England) (Amendment) Regulations 2013 prohibits Headteachers granting leave of absence to a pupil except where an application has been made in advance and the Headteacher considers that there are exceptional circumstances relating to the application.

**If the absence is not authorised and the leave of absence is taken, the case will be referred to the Education Welfare Service who may issue a Penalty Notice for £120 (or £60 if paid within 21 days) to each parent for each child taken out of school.**

Leave of absence taken in the month of September, during tests and examinations and if the pupil is in Year 6 are particularly detrimental to your child's education and it usually results in a penalty notice being issued.

## MEDICAL APPOINTMENTS

Non-urgent medical appointments should not be made during the school day. If the appointment needs to be during school hours, please provide the school with appointment cards or hospital letters, so that a copy can be taken for the schools records.



## WHAT SHOULD I DO IF MY CHILD IS ABSENT FROM SCHOOL?

By law, schools must record absences and the reason given. You must contact your child's school as soon as possible with a reason for absence. If no reason is recorded your child will receive an unauthorised mark.



## ATTENDANCE PROCEDURES

- We do not authorise absences without a good reason.
- In line with our First Day Calling procedure, we will ring you if your child is absent and there has been no contact
- Where there is concern, the Principal will conduct a home visit.
- We monitor attendance carefully and we will write to you if your child's attendance drops below 95%.
- We will continue to contact you until your child's attendance is above 95%
- If attendance problems continue we will ask you to meet with us to discuss the way forward and possibly ask you to provide medical evidence before we will authorise anymore absences.
- If all measures fail to lead to an improvement in attendance, we will refer your child to the Education Welfare Service and this may lead to legal action being instigated.

**If you have a concern please contact the school who can provide advice and support for children and their families.**

## PUNCTUALITY

When your child arrives late at school, he/she misses the teacher's instructions and the introduction to the lesson. Your child may also feel embarrassed at having to enter the classroom late. Punctuality is important for children to start the day off well.

## DID YOU KNOW HOW MUCH LEARNING CHILDREN MISS OUT ON?

Minutes late per day	How many days learning are missed?
5 minutes	3.4 days learning
10 minutes	6.9 days learning
15 minutes	10.3 days learning
20 minutes	13.8 days learning
30 minutes	20.7 days learning

## HOW CAN YOU HELP?



- Ensure your child arrives in school on time and ready to learn. *School is open for you at 8:45am. Breakfast Club opens at 7:45am.*
- Allow enough time for traffic hold ups
- Ensure you child looks and feels smart in their uniform.
- Prepare packed lunches, school bags and breakfast items the night before.
- Make sure the alarm clock is set at a reasonable time for getting everyone up and ready.
- If your child is unhappy about attending school. Make an appointment to speak to the Principal.
- If you have a problem getting your child to school on time then contact the school office.

**If you need support and advice about punctuality issues, please contact the school.**