

School Matters!



SCHOOL ATTENDANCE INFORMATION LETTER:

This letter has been sent to all parents/carers so you are aware of the need for your child(ren) to attend school regularly and on time to achieve their best.

Our school target for attendance is **96%**. Evidence shows if a child falls below this figure, it may have a detrimental effect on their education and future exam results

It is important you understand your responsibilities and the consequences of your child having unauthorised absence from School. Therefore if your child is going to be absent please help us by following the guidelines below:

Illness:

If your child is too ill to attend then please telephone the school as early as possible, on the attendance 24 hour line 01902 504939. You should call the school every day to update us. If illness/absences become frequent you will be asked to supply further evidence i.e. a copy of prescription, medical appointment card etc. before the illness is authorised

Medical Appointments:

Please make routine dentist and doctors' appointments after school or during school holidays, If you have to make an appointment during school time then you will need to supply us with a copy of the appointment letter/card. If you do make an appointment during school time then you must come into reception and sign your child in or out of school.

Holidays:

Holidays in term time are not authorised. Only in exceptional circumstances will the principal authorise a holiday, Please check the school policy on our website www.ounsdale.co.uk as you can be fined. All holiday requests must be in the form of a letter and addressed to the Principal, Ms Brown.

FREQUENTLY ASKED QUESTION:

Why Attend Every day? :

Good school attendance gives your child the opportunity of success and helps develop skills for life. Your child should attend school every day unless there is an unavoidable cause such as illness. Missing school damages a student's learning and their grades (research shows that missing 17 days of school often leads to a drop in GCSE grades), disrupts routines and can make students vulnerable to bullying and crime. Students should never miss school for reasons like shopping, birthdays, to wait in for a repair person or to look after a sibling. Missing school seriously affects life opportunities.

What will happen if my child does not attend regularly?

A referral will be made to an Education Welfare Worker who visit school on a regular basis. Education Welfare may then take further steps to insure regular attendance to school. Parents/carers commit an offence if a child doesn't attend school regularly and the absence is not agreed by the school i.e. the absence is unauthorised. In some cases unauthorised absence may result in prosecution under Section 444 of the Education Act 1996. The Anti-Social Behaviour Act 2003 introduced Penalty Notices as an alternative to prosecution. A Penalty Notice does not require a court appearance, but still aims to improve attendance.

What is Authorised and Unauthorised Absence.?

When the school agrees for your child to miss school in advance or accepts your explanation, absence is 'authorised' but is still marked as an absence. All other absence is 'unauthorised'.

Penalty Notices may be used where absence is unauthorised, for example when:

- a parent has taken their child on holiday during term without authorisation.*
- students are regularly late for school after the register has closed.*
- a student has 10 or more unauthorised sessions within a six week period.*

Thank you for your continued support