

## What does the law say about poor school attendance?

Unauthorised absence from the Academy can be a cause for concern in relation to child welfare and safeguarding.

Under section 7 of the Education Act 1996, parents and carers have legal duty to secure their child's regular and punctual attendance at school.

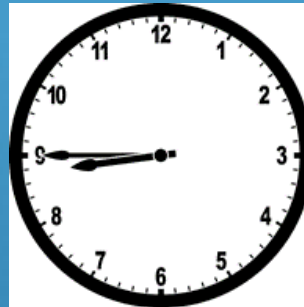
The Academy gives plenty of warning to parents and carers in regard to unsatisfactory attendance. However, should a child be persistently absent and if parents and carers are unable to provide valid reasons or proof, the local authority may intervene. In this instance, parents and carers could face a fine of up to £2,500 and/or two to three months imprisonment, under section 444 of the Education Act 1996.

## What is Persistent Absence?

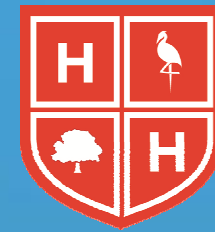
From September 2015 in line with new Government Guidelines a pupil will be defined as a 'Persistent Absentee' if they miss approximately 10% or more of all possible school sessions, any attendance that is 90% or below.

## Lateness

Pupils are expected to arrive at the Academy by 8.45 am.



Lateness	Comments	Code
Arrival between 8.55am and 9.15am (morning) and 1:20pm and 1:30pm (afternoon)	Pupils who arrive during the registration period but with acceptable reasons for lateness are counted as present, but late.	L
Arrival after 9.15am (morning) and 1:30pm (afternoon)	Pupils who arrive after close of registers with unacceptable reasons, absence is unauthorised.	U



## Attendance and Lateness Guidance for Parents and Carers

### High Halstow Primary Academy



## Application for leave of absence

Amendments to the 2006 regulations, which came into power from the 1st September 2013, remove references to family holiday as well as the statutory threshold of ten Academy days within a year.

The amendments are clear:

Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances.

The Academy will also seek proof of any absence approved during term time as evidence for your child's attendance record (this would be supporting documentation).

Below are some examples of what would be deemed as an exceptional circumstance, however each application is reviewed individually and below is not an exhaustive list. Proposed leave of absence should be advised in writing.

### Exceptional Circumstance

- A close bereavement in the family
- Attending a funeral for a close family member
- Religious Observance
- If your child is involved in an organised activity and the Academy agrees in advance.

## Help and Support?

If you would like any help or advice regarding your child's punctuality or attendance please contact your child's teacher.

You can make an appointment by telephoning the Primary Academy number, 01634 251098.

## What are the effects of Persistent Absence?

There's a clear link between poor attendance at the Academy and low levels of attainment. Poor attendance can disrupt a pupils own learning and that of other pupil's. It has a damaging effect on a child's academic career in the Academy.

Every Academy day counts, don't let your child miss out in the education they deserve.

There are 175 non school days a year

Families can use these 175 days to plan for shopping days and trips to see relatives

