

How can parents encourage good school attendance...

1. Find out about your child's attendance regularly and check if this matches your own records.
2. Talk regularly with your child about school and how they feel about it. They are more likely to attend school if they feel supported and their anxieties listened to.
3. Phone the school as soon as possible to tell them why your child is absent and when you expect to return.
4. Only grant days at home for genuine illnesses.
5. Avoid taking holidays in term time.
6. Know the routines of the school day to avoid issues e.g. Have they brought in their PE kit?
7. If you have concerns — phone the school.
8. Praise and reward good attendance.
(DFE)

For further advice about any specific concerns you should contact your child's school immediately.

Who is in your school to help you?

- * Attendance Officer
- * Form Tutors
- * Head of Year
- * Parent Support Advisor
- * School Nurse
- * Attendance Advisory Officer



Contact Details:

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Information for Parents and Carers

Sec.7 Education Act 1996

The parent of every child of compulsory school age shall cause him to receive efficient full-time education suitable

(a) to his age, ability and aptitude, and

(b) to any special educational needs he may have, either by regular attendance at school or otherwise.

Sec.444(1) Education Act 1996

If a child of compulsory school age who is a registered pupil at a school fails to attend

regularly at the school, his parent is guilty of an offence.

Law requires that when a child is a registered student at a school he/she must attend regularly and punctually. It is a parent's legal responsibility to ensure that this happens.

Regular, good school attendance has a significant impact on a student's ability to reach their full potential and provides the school with an opportunity to support this process fully.

SEAAS works in partnership with schools, students and parent/carers to ensure excellent attendance and to eliminate all but the most necessary and legitimate absences in individual students.

As part of the school attendance policy, referrals will be made to SEAAS where there are concerns about a student's attendance which have not been resolved by the school and/or when the school believe that the student's attainment is significantly impaired by his/her level of attendance.

Once a student has been referred to SEAAS, absences will not be authorised unless the student is unable to attend school through illness which is supported by a doctor's certificate or letter.

What happens once a referral is received by SEAAS ?

An Attendance Advisory Officer will invite you to an initial meeting to discuss any issues you have relating to your son/daughter's school attendance. It is very important that you attend this meeting.

An action plan will be established to address the attendance issues identified and we will work within a timeframe to support improved and sustained attendance. As you have a legal responsibility for your son/daughter's school attendance it is imperative that you work with us and the school in order to reach a positive outcome.

SEAAS will continue to monitor your son/daughter's attendance until it meets his/her attendance target.

If attendance does not improve SEAAS will consider the following courses of action:

- Review of Action Plan
- Referral to Support Service
- Issuing a Penalty Notice
- Legal Process

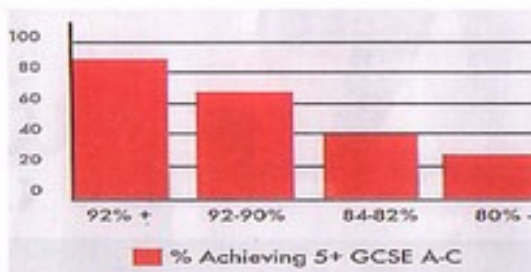
Impact on Attainment.....

190 days100% Full school attendance
180 days95% 2 weeks off school

171 days90% Impaired attainment
161 days85% 4/6 weeks off

152 days80% Poor attainment
143 days.....75% 8/10 weeks off school

Qualifications by Average Attendance



Holidays in term time...

It is a myth that parents are entitled to take their children out of school for a holiday during term time. It is disruptive to a student's education and impairs their attainment.

Head teachers are advised not to authorise leave in term time and will only do so in exceptional circumstances and in response to written requests. A Penalty Notice may be issued to each parent for each child who is taken out of school without authorisation.