

Improving Attendance & Raising Attainment

Our School Attendance Policy

Receiving a full-time, suitable education is a child's legal entitlement, and it is the parent/carer's legal responsibility to ensure this. Please refer to our policy on the school website and DFE guidance.

By law all children of compulsory school age must receive a full-time education.




Attendance is just as important as any curricular subject therefore it is vital your child attends school to learn and achieve.

ATTEND, ATTAIN, ACHIEVE

Regular attendance is important for your child to make timely progress, achieve their academic potential and consequently have a better chance in life.

Any absences can affect your child's learning and the more school they miss the harder it will be for them to catch up.

What can YOU do to support your child all day, every day?

-  Help your child get organised the night before, prepare school uniform, school equipment, PE kit and ensure any school work is ready and complete.
-  Set an alarm to help your child wake up a little early so that you can make your way to school in good time.
-  Explain and encourage the importance of school and learning.

Appointments and Holidays in Term Time:

Make certain wherever possible that medical, dental appointments and outings are arranged out of school hours, at weekends or during the school holidays.

The school's policy is not to authorise any holidays during term time, this will result in a Penalty.

Please fill out a **Term Time Leave Form** from the school office before you leave so that we are aware of where your child is and when they are due to return.

It is important to know what legal powers are enforced by local councils and schools if your child is missing school without good reason.

Penalty Notices

Penalty Notices can be issued for a range of **attendance related offences** including unauthorised term-time absence, low attendance or persistent lateness.

Penalty Fines

A Penalty Notice incurs a fine of **£60** per parent, per child, which increases to **£120** if paid after **21 days** but within **28 days**. If you do not pay the fine you will be prosecuted.

Parenting Order

This means that you will have to go to parenting classes and follow what the court advises to improve your child's attendance.

It is in our care to keep you notified in regards to your child's attendance. It is important that we work together to build better communications.

You will be notified via letter if there are any changes in your child's attendance and you may be invited to attend a meeting to discuss matters further. This is part of our school policy and we appreciate your co-operation with this. If you have any concerns or worries regarding this matter then please come and speak to me.

Thank you - Mrs Omer

What If My Child Is Feeling A Little Unwell?

If your child has a slight tummy ache, headache or cold send them to school, if needed a qualified first aider will monitor the situation during the day.

If my child is too unwell to come to school

Step 1: Every parent **must** contact the school by 9:00am and report their child's absence via our **Studybugs app** or by telephone

Step 2: If your child is absent from school then medical evidence must be provided to authorise these absences. **Please note that hand written letters will not authorise absences.** Medical evidence we will accept:

- A prescription/Prescribed medication with your child's name on the box/bottle
- Minor ailment scheme voucher
- Doctors Note
- Hospital letter

Due to data protection the school cannot contact your Doctor unless a GP consent form is signed. **Due to high demands with GP appointments if you purchase any medication via the pharmacy please keep hold of the receipt take a photo of it along with the medication and email to the school.**

Medical Appointments: If your child has an appointment during school time please provide the school with an appointment card or text message. All children are expected to come into school before their appointment and return back once it has finished, if they are well enough.

THE IMPACT

Days Absent	Days of Attendance	Attendance %
1	1 Day	99.5%
2	2 Days	99%
3	3 Days	98.5%
4	4 Days	98%
5	1 Week	97.5%
10	2 Weeks	95%
15	3 Weeks	92.5%
20	4 Weeks	90%
25	5 Weeks	87.5%
30	6 Weeks	85%
35	7 Weeks	82.5%
40	8 Weeks	80%

What happens if my child regularly misses school?

If you are finding it difficult to get your child into school, we can work with you and help to support you with this.

North Beckton works closely with the local Authority (Attendance Management Service) to ensure an excellent level of attendance.

Attendance Procedure

Attendance is monitored on a weekly basis. Letters will be sent to you if your child's attendance percentage drops below 95% and a meeting will be arranged with the schools Attendance Officer.

If there is no improvement then another meeting will be arranged with the Attendance Management Officer from the Local Authority. It is important for parents to attend and if you cannot then please contact the school to reschedule.

REMINDER



Nursery AM – Morning registration is at 8:40am and pickup is at 11:40am.

Nursery PM – Afternoon registration is at 12.20pm and pickup is at 3:20pm

Reception – The morning registration will start at **8:40am and ends 8:50am**

KS1 & KS2 - The morning registration will start at **8:40am and ends 8:50am**
Class doors close at 8:50am. You must bring your child to the school office if you are late. **Pupils arriving after 8:50am will be marked as Late (L)**

Pick up time is 3:20 – 3:25pm