

Top 10 Frequently Asked Attendance Questions

1

2

3

4

5

WHAT IS THE LAW REGARDING ATTENDANCE?

As a parent, you are legally required to enable your child to attend school regularly.

Children, who are persistently absent, are a concern for us.

If your child does not regularly attend school, you could be found guilty of an offence and may face a fine and prosecution.

MY CHILD HAS A MEDICAL CONDITION. HOW DO I TELL YOU?

You can supply medical evidence such as GP appointment letters or letters from the hospital.

If your child is absent for more than two days, medical evidence should be provided, where possible.

CAN I TAKE A TERM TIME HOLIDAY?

No.

You will be issued with a £160 fine per child.

If, in a three year period, you take your child on another holiday, you will be issued with another £160 fine.

If it happens a third time, you will be considered for prosecution.

WHAT IS AN UNAUTHORISED ABSENCE?

Unauthorised absences can include:

days off for birthdays or hair appointments, truancy, days out with the family, not coming to school because the student does not have the correct uniform, visit from relatives or any absence that is not properly explained.

WHY HAVE THE ATTENDANCE TEAM COME TO MY HOUSE?

We have a two-day visual policy. This means that, if we have not seen your child for two days, we may come round to your house to check on their wellbeing.

The visit is supportive. It is part of our safeguarding policy, designed to keep all the children in our school community safe.

Top 10 Frequently Asked Attendance Questions

6

MY CHILD NEEDS TIME OFF TO TAKE PART IN AN EVENT. IS THIS OK?

Sometimes, our students are involved in brilliant things outside school and need time off to take part in an event. This could be a sporting event, performance or work with sea cadets etc.

We will always support this where we can. However, if your child has attendance below 95%, an absence of this kind will not be authorised.

7

MY CHILD IS OFTEN LATE. DOES IT MATTER?

Yes.

Our registers close at 8.50am each morning. If your child is too late to get their mark for the day, their attendance mark will count as unauthorised. If their lateness persists, you might be at risk of prosecution.

8

WHAT CAN YOU DO TO HELP ME IMPROVE MY CHILD'S ATTENDANCE?

We are here to help. Parenting is hard work. Sometimes, you need support.

The Attendance and Head of Year team are your first port of call.

We offer a half termly attendance surgery, where you can drop in to discuss ways we can help to encourage better attendance for your child.

9

DOES ATTENDANCE AFFECT SCHOOL TRIPS?

Yes.

We offer some incredible trips to support our curriculum.

School trips are an enriching experience.

However, students must have 95% attendance, in order to qualify for a place on any school trip.

10

MY CHILD HAS SEN. HOW CAN YOU SUPPORT THEIR ATTENDANCE?

We work really hard to make sure that the school supports all our students' needs.

The SEN team are always on hand to help and support our students with their needs and requirements.

Please don't hesitate to get in touch.