



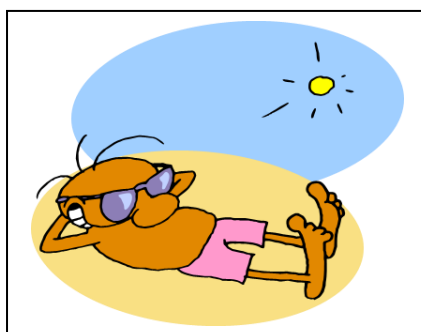
Brabin's Endowed Primary School

Addressing School Absence

Introduction

Schools are measured on their attendance figures as well as attainment and test results. When given levels are not attained, attendance consultants, DfE and OfSTED expect to see improvements. Please take the time to read the following information and help us to continue to improve.

There are two main areas that require attention:



'Leave' in school time

- If you need to request 'leave' in term time, there has to be an exceptional reason. Please do not book a holiday before requesting permission. An unauthorised holiday may result in a penalty notice being issued.



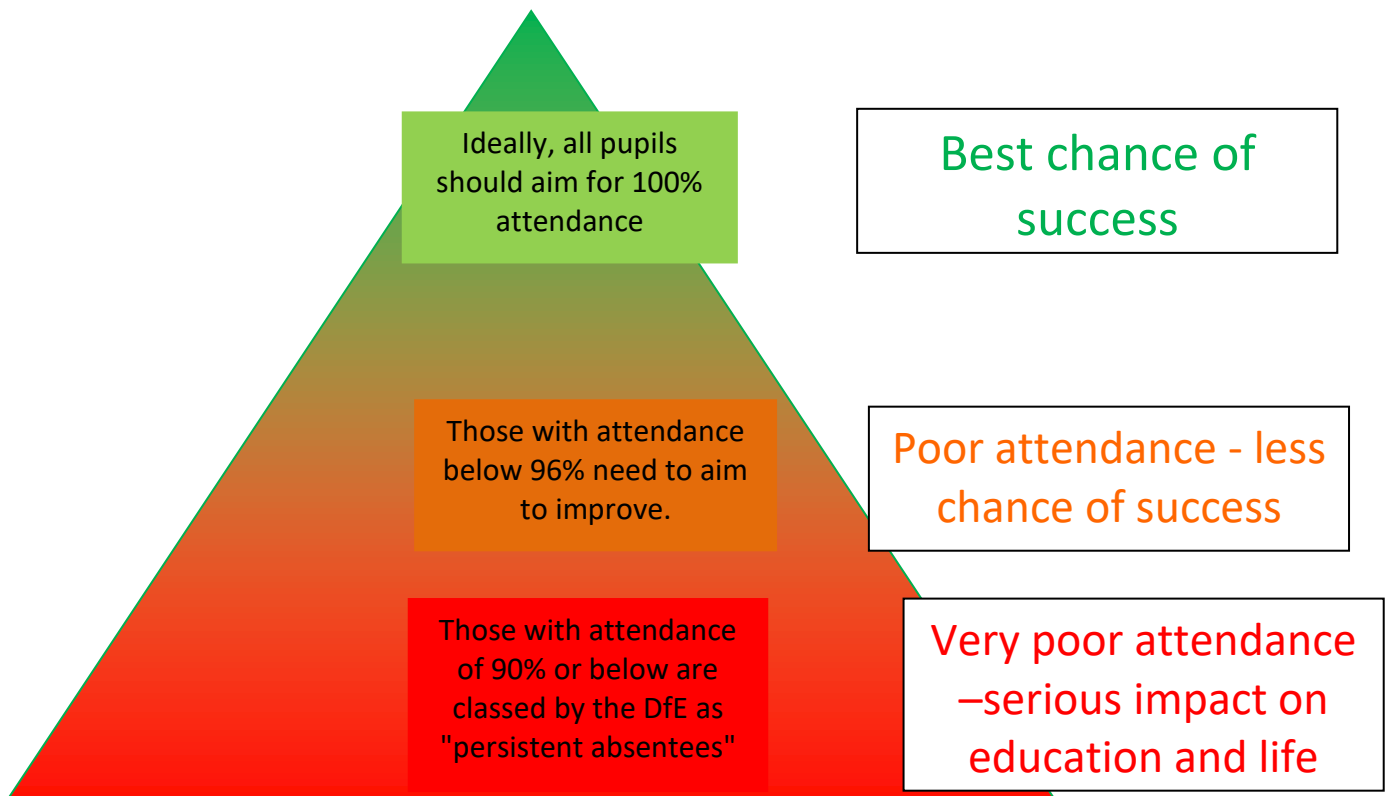
Reducing Illness Days

- When a child has a day off, the school must be notified by a parent/carer and an explanation provided. This can be either a note or, a telephone call. A child returning to school after an absence will be marked as unauthorised absence until we receive a valid explanation.
- Children should not attend school if unwell. However, if your child is saying they do not feel well and you are unsure about whether it warrants a day off, please send them to school. If they are truly ill, we will ring you.
- If your child has to have a medical or dental appointment in school time, please try to organise after 2pm, this allows your child to have their registration mark for the afternoon before you pick them up. If it needs to be a morning appointment, please try and bring your child to school first to get their mark and then return them to school afterwards.
- Please be aware that if your child arrives after 9.25am (when the registers close) this will be marked as an unauthorised absence.

THERE ARE ONLY 190 SCHOOL DAYS EACH YEAR, THAT MEANS 175 DAYS NOT AT SCHOOL FOR HOLIDAYS!

What the school is doing?

- Sending 'traffic light letters' to all parents termly
- Support for individual, targeted families
- Immediately texting parents when a child is absent without notification
- Half termly scrutiny of all absences
- Tightening up on authorising leave in term time



Did you know that being 15 minutes late each day is the same as missing two weeks of school during an academic year?

Even just being five minutes late adds up to three days absence over the year.