

Attendance

Attendance Matters

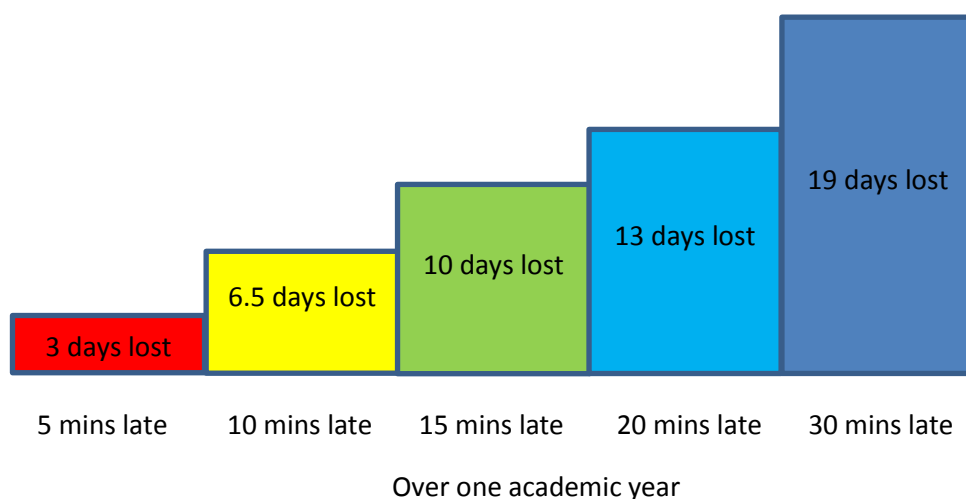
Regular attendance is an important part of giving your child the best possible start in life.

Children who miss school frequently can fall behind with their work and do less well in tests. The table opposite shows how your child's percentage attendance equates to the amount of school time missed.

| Attendance during one school year | Equals days absent (190 days in a school year) | Which means this number of sessions missed (am and pm) | Which is approx weeks absent | Which means this number of lessons missed |
|-----------------------------------|---------------------------------------------------|-----------------------------------------------------------|------------------------------|-------------------------------------------|
| 95% | 10 days | 20 sessions | 2 weeks | 54 lessons |
| 90% | 19 days | 38 sessions | 4 weeks | 108 lessons |
| 85% | 29 days | 58 sessions | 6 weeks | 162 lessons |
| 80% | 38 days | 72 sessions | 8 weeks | 216 lessons |
| 75% | 48 days | 96 sessions | 10 weeks | 270 lessons |
| 70% | 57 days | 114 sessions | 11.5 weeks | 324 lessons |
| 65% | 67 days | 134 sessions | 13.5 weeks | 378 lessons |

Every minute counts

If your child arrives late to school every day, their learning begins to suffer. Below is a graph showing how being late to school over a school year adds up to lost learning time.



Our aim is for all children to achieve at least 96% attendance over the course of the year.

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Parents/Carers, we need your help to achieve this. Any child's attendance that drops below 96%; we will be in contact with you.

Attendance and punctuality does matter. Parents/Carers are responsible for ensuring that their child arrives to school by 8:45am.

Information for Parents and Carers:

Absence line:

01452 527689

Attendance Officer: Mrs Rachel Short

What are the rules about school attendance?

Partnership:

By law we are required to keep accurate records of attendance. For this reason staff at Calton Primary School will:

- Ask for appointment cards, notes and or explanations from parents or carers for every single absence.
- Contact you about any unexplained absence.
- Let you know if your child's absence or lateness is of concern and work with you to find a way of improving it.

What about absences?

- It is the parents' responsibility to let the school know on the first day of absence and by 8:30am
- Parents and carers can only explain absences; they cannot authorise them
- The school decides whether explanations about absences are acceptable and if they can be authorised.
- If your child has too many authorised or unauthorised absences then someone from school will be in contact with you to find out what can be done to help get your child back into school regularly.

What parents and carers can do to help ensure good attendance:

- ❖ Let your child know how important education is
- ❖ Ensure your child arrives punctually and is properly equipped
- ❖ Send your child to school **every day**
- ❖ Make time to encourage and show interest
- ❖ Attend parents' evening, functions and events
- ❖ Avoid taking family holidays during term time
- ❖ Support with reading, maths passport and spellings and complete Wow book
- ❖ Make sure your child has a good night rest

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Absence can hide problems that we could be sorting out together

- Staying away from school and not wanting to go to school for a variety of reasons (like tummy ache, feeling sick etc.) often means that there is something, which may be worrying your child
- Every minor matter can be very big worries or concerns to your child. You may spot changes in the way your child usually behaves. Other things may happen like sleepless nights, pretending to be sick or just looking for reasons to stay at home.

What can I do if my child refuses to attend school?

- Never cover for your child/children
- Make early contact with the school
- Help the school to put things right
- Make sure that your child understands that you do not approve of him/her being absent
- Let us know – we may be able to help