

Attendance Information Sheet



We appreciate all the support given by the majority of you to get your children to school every day and in good time. However we hope this will be a useful reminder.

Steps taken to reduce pupil absence

- If your child's absence falls below 95% you will receive a letter informing you of this and requesting improvements to be made.
- If your child's attendance does not improve you will be contacted again to arrange a meeting to discuss how you can change the situation.
- Continued absence without improvement may result in a meeting with the Attendance Improvement Officer, to ensure your child's attendance improves.
- Poor and persistent absenteeism may result in the school requesting a Penalty Notice (fine) be imposed for your child's poor attendance which may lead to prosecution in court if the fine remains unpaid.
- For your child's attendance to drop below 90% means that they have missed 15 whole days in a year. Therefore 5 days in a term or the equivalent would result in the school taking action.
- You are responsible for helping to ensure our Academy achieves the best attendance possible, as attendance has a direct impact on your child's learning.
- We want to work in partnership with you to provide the very best education we can for your child. In order for this to happen regular attendance is vital.
- Please contact us if you are finding it difficult to get your child into school, let us know and we can try to help.

Your Responsibilities

- IT IS YOUR RESPONSIBILITY to ensure that your child attends school EVERY DAY so they have the best possible life chances as adults.
- You must contact school by 8.50 am every day with a valid reason, if your child will not be attending.
- Holidays, medical appointments and family occasions are not automatically authorised. An appointment may need to be made to discuss this with the Principal.
- If your child is absent and no reason is given, or school believes the reason not to be valid, the absence will be recorded as unauthorised.

Your child's safety, happiness and success are at the heart of everything we do at school.

Facts!

95% attendance = 178 days

90% attendance = 168 days

95% attendance sounds good, but means that you are taking one day off a month.

Missing six days every term of every year is the same as missing one whole school year!



Aspire Academies Trust
Bovingdon Primary Academy, Hammond Academy, The Grove Academy
Executive Principal – Mrs. Vicky Parsey