SCHOOL ATTENDANCE

The staff at Great Rollright CE Primary School are committed, in partnership with the parents, children, governors and the Local Authority, to building a school which serves the community and of which the community is proud. There is a clear link between pupils' achievement and their level of attendance at school. We firmly believe that all children benefit from regular school attendance. Full and consistent attendance at school is crucial for a child to achieve their full potential, for their future life chances and to establish a positive work ethic early in life. To this end, we will do all we can to encourage parents to ensure their children achieve maximum possible attendance and that any problems that prevent full attendance are identified and acted on promptly. Pupils will be expected to achieve 100% attendance, but when absence is unavoidable, parents are asked to inform the school at the earliest opportunity.

PUNCTUALITY

Arriving late at school can be very disruptive for children because it makes them feel awkward, especially when a lesson has to stop for them to enter the classroom. It causes unnecessary stress and discomfort that can affect them emotionally and socially. It can also be very disruptive for the teacher as well as the other pupils in the class because it throws them off track.

Children who are regularly late can never recover certain essential parts of their school day such as settling down to get ready to learn, completing early morning tasks, a lesson's introduction, important announcements, discussions, questions, explanations and the thinking that makes learning come alive and gets them ready for the rest of the day.

As you may be aware, the law treats some persistent lateness in the same way as irregular attendance and parents may be prosecuted by the Local Authority if late arrival is not resolved.

Minutes late per day during the school year	Equals days of teaching lost in a year
5 mins	3.4 days
10 mins	6.9 days
15 mins	10.3 days
20 mins	13.8 days
30 mins	20.7 days

If your child arrives at school after 8.55am when the doors are closed, your child will be admitted by staff in the front office. You will be asked to sign your child in stating the reason for the lateness. This will be logged and monitored by the school, for improvement. If there is no improvement, you will be invited into school to meet with Michelle Hastings the Headteacher.

In-line with Local Authority and national expectations, if a child arrives at school after the close of registers (**9.15am)**, s/he/they will be recorded with a U code which means Unauthorised Absence.

ABSENCE

Absence reporting procedures

If your child is going to be absent due to illness, please telephone the school before the start of the school day on **01608 737202** and leave a message giving full details regarding the illness. If your child's illness lasts for more than one day, you must phone the school daily and inform us why your child

is still absent. If your child's illness lasts longer than 48hrs and you have not already done so, we advise you to seek medical attention. Parental illness is NOT an excuse for children not attending school. Children must attend school every day unless they are ill.

Every day counts

Pupils cannot achieve their best if they do not regularly attend school. We want every child to achieve their full potential and we know that parents share this goal. There is a clear link between good attendance and educational achievement. If your child is not in school, on time, as often as possible they will be missing out on many important parts of their education.

Absence data is collected by the Government for all state-funded primary schools. The Government regard 95% as the minimum satisfactory attendance for a school pupil; where attendance falls below 90% this is deemed as persistent absence and must be followed up by a school.

Days off school add up to lost learning. Please don't let your children miss out on the education they deserve.

How does your child compare?

Attendance during one school year	Equals this number of days absent	Which is approximately this many weeks absent	Which means this number of lessons missed
95%	9 days	2 weeks	50 lessons
90%	19 days	4 weeks	100 lessons
85%	29 days	6 weeks	150 lessons
80%	38 days	8 weeks	200 lessons

We monitor attendance closely and contact parents to inform them and offer support where attendance has dropped and becomes a cause for concern. We are always happy to work with families to support and improve attendance.

Family emergencies need careful consideration. It is not always in the best interests of the pupil to miss school for family emergencies that are being dealt with by adult family members. School and school friendships and relationships can provide pupils with stability and care during difficult times. The routine of school can provide a safe and familiar background to life during times of upheaval. Should a family emergency arise, parents are encouraged to talk to a member of staff.

The school's Attendance Policy is available on the website.

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The value of LOVE is visible in every area of school life. Our inclusive community is bound together with this golden thread and is further strengthened by the Christian values of COURAGE, RESPECT and TRUTH.