

# GLENDALE INFANT SCHOOL

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## Make every minute count



### Why regular attendance is so important

We know that young children can be susceptible to illness and understand that if they are poorly they may need time off school to recover (this is reflected in our school target for every child to have at least 96% attendance). However, regular absences will seriously affect their learning and could affect their emotional wellbeing (sometimes young children find it hard to come to school again after a break in routine).

### Did you know?

Attending 4 days a week/80% attendance = more than half a term missed per year or 2 full years missed over the course of a child's school life.

Being late for school reduces learning time, if your child is 5 minutes late every day they will miss three days of learning each year.

Ensuring your child comes to school on time every day is your legal responsibility and keeping them off school without good reason is an offence in law. Persistent absence information is shared with the Local Authority Attendance and Compliance Enforcement Service (ACE) and this is likely to lead to a meeting with them and may lead to you being prosecuted – which of course is something we want to avoid.

We do know and appreciate that the vast majority of children at our school have **very good attendance**. We introduced a rewards system within school, last term, to encourage the children to understand the importance of being at school on time every day too and are continuing with this. Some of the things we introduced are:

A 'Late Gate' once a month, children arriving at their classroom on time will get a sticker, parents bringing their child(ren) in late on that day will be given an attendance factsheet and will be invited in for a chat and support will be offered, if appropriate.

We have 2 'Glendale Attendance Bears', they will be awarded to the class(es) with the best attendance on a weekly basis. As well as termly certificates for 100% attendance, there will be termly and annual prizes.

Attached is Local Authority information regarding Leave of Absence during term time.

Please help us to help your children get the very best out of their education. If you do need any help or support then please do not hesitate to contact us, please also ensure that we know of any ongoing medical issues your child may have.

Yours sincerely,

Louise Hopkins  
Headteacher

(cah/letters/attendanceletter to parents revisedsept2017)

## **LEAVE OF ABSENCE DURING TERM TIME UPDATED INFORMATION FOR PARENTS**

The Supreme Court recently reached a decision in the case of *Platt v Isle of Wight Council* which has clarified the law on unauthorised leave, including holidays, during term time. The parents of children of compulsory school age are required to ensure that they attend school on a regular basis. The Supreme Court has made clear that attending school 'regularly' means that the children must attend school on every day that they are required to do so. As such, the parents of any child who are absent from school without authorisation for any length of time are likely to be considered as committing an offence under s444 of the Education Act 1996.

Head Teachers retain the ability to authorise leave in accordance with the Education (Pupil Registration) (England) Regulations 2006. When considering such requests for a leave of absence, the school are obliged to act within the law. Head Teachers may not grant any leave of absence during term time unless there are exceptional circumstances relating to the application. If the leave is granted, head teachers are able to determine the number of school days a child can be absent for.

It is for the Head Teacher to decide what is 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted. The school can only consider Leave of Absence requests which are made by the 'resident' parent.

*Each application for a leave of absence will be considered on a case by case basis and on its own merits.*

Where applications for leave of absence are made in advance and refused, the child will be required to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence, which may result in legal action being taken against the parent(s), by way of a Fixed Penalty Notice.

Failure to make an application for leave in advance can also result in a Fixed Penalty Notice being issued to the parent(s).

**Your child's progress academically as well as socially is our shared priority**