



AMBITIONS
Academies Trust

LONGSPEE SECONDARY ACADEMY ATTENDANCE POLICY

SCOPE:	Academy Policy
AUTHOR/ORIGINATOR:	Longspee Secondary Academy
NAME OF RESPONSIBLE DIRECTOR/PRINCIPAL:	Academy Principal & Sector Director
APPROVING COMMITTEE:	Academy Committee
STATUTORY BASIS:	Non-Statutory Policy
REQUIREMENT TO PUBLISH ON WEBSITE:	Yes
DATE RATIFIED:	June 2023
DATE DISTRIBUTED TO STAFF:	June 2023

Outstanding Achievement for All



Longspee Academy Attendance Policy

1. Aims

Longspee Academy aims to meet its obligations with regards to school attendance by:

- Promoting good attendance and reducing absence, including persistent absence
- Ensuring every pupil has access to full-time education to which they are entitled and which maximizes opportunities for each pupil to realise his/her true potential.
- Acting early to address patterns of absence

We will also support parents/carers to perform their legal duty to ensure their children of compulsory school age attend regularly, and will promote and support punctuality in attending lessons.

To meet these objectives Longspee Academy will establish an effective and efficient system of communication with pupils, parents / carers and appropriate agencies to provide mutual information, advice and support.

The named lead for Attendance at Longspee Secondary is Carla Small.

2. Legislation and guidance

This policy meets the requirements of the [Working together to improve school attendance - GOV.UK \(www.gov.uk\)](http://www.gov.uk) from the Department for Education (DfE), and refers to the DfE's statutory guidance on [school attendance parental responsibility measures](#). These documents are drawn from the following legislation setting out the legal powers and duties that govern school attendance:

- [The Education Act 1996](#)
- [The Education Act 2002](#)
- [The Education and Inspections Act 2006](#)
- [The Education \(Pupil Registration\) \(England\) Regulations 2006](#)
- [The Education \(Pupil Registration\) \(England\) \(Amendment\) Regulations 2010](#)
- [The Education \(Pupil Registration\) \(England\) \(Amendment\) Regulations 2011](#)
- [The Education \(Pupil Registration\) \(England\) \(Amendment\) Regulations 2013](#)
- [The Education \(Pupil Registration\) \(England\) \(Amendment\) Regulations 2016](#)
- [The Education \(Penalty Notices\) \(England\) \(Amendment\) Regulations 2013](#)

This policy also refers to the DfE's guidance on the [school census](#), which explains the persistent absence threshold.



3. School procedures

3.1 Attendance register

By law, all schools (except those where all pupils are boarders) are required to keep an attendance register, and all pupils must be placed on this register.

At Longspee Secondary, the attendance register will be taken at the start of the first session of each school day and once during the second session. It will mark whether every pupil is:

- Present
- Attending an approved off-site educational activity
- Absent
- Unable to attend due to exceptional circumstances

Any amendment to the attendance register will include:

- The original entry
- The amended entry
- The reason for the amendment
- The date on which the amendment was made
- The name and position of the person who made the amendment

At times, other codes may be used (see [Appendix 1](#) for the DfE attendance codes).

Every entry in the attendance register will be preserved for 3 years after the date on which the entry was made.

Longspee Primary: Pupils must arrive in school by 8:50am on each school day. The register for the first session will be taken between 8:50am and 9:20 am. A child will be recorded as late if they arrive after 9:00am but before 9:20am. If a pupil arrives after 9:20am they will be marked as absent. The register for the second session will be taken at 13:00pm.

Longspee Satellite: Pupils must arrive in school by 09:00am on each school day. The register for the first session will be taken between 09:00am and 9.30 am. A child will be recorded as late if they arrive after 9:10am but before 9:30am. If a pupil arrives after 9:30am they will be marked as absent. The register for the second session will be taken at 12:45pm.

Longspee Secondary: Pupils must arrive in school by 09:10am on each school day. The register for the first session will be taken between 09:10am and 9:40 am. A child will be recorded as late if they arrive after 9:20am but before 9:40am. If a pupil arrives after 9:40am they will be marked as absent. The register for the second session will be taken at 12:30pm.



3.2 Unplanned absence

Parents/carers must notify the school on the first day of an unplanned absence – for example, if their child is unable to attend due to ill health.

Parents/carers must contact the school as soon as practically possible (see also section 6), but preferably by 08:30am. Absence due to illness will be authorised unless the school has a genuine concern about the authenticity of the illness.

If the authenticity of the illness is in doubt, the school may ask parents/carers to provide medical evidence, such as a doctor's note, prescription, appointment card or other appropriate form of evidence. We will not ask for medical evidence unnecessarily. If the school is not satisfied about the authenticity of the illness, the absence will be recorded as unauthorised and parents/carers will be notified of this in advance.

3.3 Medical or dental appointments

Missing registration for a medical or dental appointment is counted as an authorised absence; advance notice is required for authorising these absences. However, we encourage parents to make medical and dental appointments out of school hours where possible. Where this is not possible, the pupil should be out of school for the minimum amount of time necessary.

Applications for other types of absence in term time must also be made in advance. Information relating to whether the school can authorise such absences can be found in section 4.

3.4 Lateness and punctuality

A pupil who arrives late but before the register has closed will be marked as late, using the appropriate code.

A pupil who arrives after the register has closed will be marked as absent, using the appropriate code.

3.5 Following up absence

The school will follow up any absences to ascertain the reason, ensure proper safeguarding action is taken where necessary, identify whether the absence is approved or not and identify the correct attendance code to use.

3.6 Reporting to parents

Parents/carers will be made aware of their child's attendance record in their written end-of-year report.



4. Authorised and Unauthorised absence

4.1 Granting approval for term-time absence

Headteachers / Principals may not grant any leave of absence to pupils during term time unless they consider there to be 'exceptional circumstances'.

Examples of any exceptional circumstances where leave may be granted during term time are as follows:

- Illness and medical/dental appointments – as explained in sections 3.2 and 3.3
- If a parent is service personnel and is returning from a tour of duty abroad where it is evidenced the individual will not be in receipt of any leave in the near future that coincides with school holidays.
- Where an absence from school is recommended by a health professional as part of a parent or child's rehabilitation from a medical or emotional issue.
- The death or terminal illness of a close relative, only if Headteacher is satisfied that the circumstances are truly exceptional;
- Religious observance – The Education Act 1996 S444(3) (c), states "on any day exclusively set apart for religious observance by the religious body to which his/her parent belongs";
- To attend a wedding or funeral of a close relative if the Headteacher is satisfied that the circumstances are truly exceptional

The school considers each application for term-time absence individually, taking into account the specific facts, circumstances and relevant context behind the request. A leave of absence is granted entirely at the headteacher's discretion.

4.2 Legal sanctions

Schools can fine parents/carers for the unauthorised absence of their child from school, where the child is of compulsory school age.

If issued with a penalty notice, parents must pay £60 within 21 days or £120 within 28 days. The payment must be made directly to the local authority.

The decision on whether or not to issue a penalty notice ultimately rests with the headteacher, following the local authority's code of conduct for issuing penalty notices. This may take into account:

- A number of unauthorised absences occurring within a rolling academic year
- One-off instances of irregular attendance, such as holidays taken in term time without permission
- Where an excluded pupil is found in a public place during school hours without a justifiable reason

If the payment has not been made after 28 days, the local authority can decide whether to prosecute the parent/carer or withdraw the notice.



5. Strategies for promoting attendance

Longspee Academy operates regular SAW (Safeguarding Attendance and Wellbeing) meetings, and the school Attendance Officer visits for a half termly review. These meetings monitor the attendance of all pupils and enable early identification and intervention where there are presenting attendance issues. Where attendance concerns are raised parents/carers will expect the following process.

Telephone call/letter home to raise concerns.

School meeting involving Pastoral Support Manager / Attendance Lead.

Formal meeting with parents/carers to draw up an attendance support plan.

Working within the Fast Track for Attendance process, in partnership with the Local Authority, as necessary.

Longspee Academy works closely with pupils and their parents/carers to improve attendance levels. However, should a pupil's attendance fail to improve the Academy may use the necessary legal powers available to enforce school attendance.

6. Attendance monitoring

The attendance officer monitors pupil absence on a half termly basis.

Parents/carers are expected to call the school in the morning if their child is going to be absent due to ill health (see section 3.2).

Parents/carers are expected to call the school each day a child is ill.

If after contacting parents/carers a pupil's absence continue to rise, we will consider involving an education welfare officer, or other appropriate partner within BCP.

The persistent absence threshold is 10%. If a pupil's individual overall absence rate is greater than or equal to 10%, the pupil will be classified as a persistent absentee.

7. Roles and responsibilities

7.1 The Headteacher/Principal

The headteacher is responsible for ensuring this policy is implemented consistently across the school, and for monitoring school-level absence data and reporting it to governors.

The headteacher also supports other staff in monitoring the attendance of individual pupils and issues fixed-penalty notices, where necessary.

7.2 The attendance lead

The attendance lead:

- Monitors attendance data at the school and individual pupil level
- Reports concerns about attendance to the headteacher
- Works with education welfare officers to tackle persistent absence
- Arranges calls and meetings with parents/carers to discuss attendance issues



7.3 Class teachers are responsible for recording attendance in the attendance register on a daily basis, using the correct codes, and submitting this information to the school office. If an electronic registration system is used (e.g. directly into Integris (MIS) or other) then the teachers will maintain responsibility for accuracy.

7.4 The office staff along are expected to take calls from parents about absence and record it on the school system. They are responsible for recording attendance information on the school's central record.

8. Monitoring arrangements

This policy will be reviewed annually by the SLT on each site. At every review, the policy will be shared with the governing board.

9. Links with other policies

This policy is linked to our child protection and safeguarding policy



Appendix 1: Attendance Codes

The following codes are taken from the DfE's guidance on school attendance.

Code	Definition	Scenario
/	Present (am)	Pupil is present at morning registration
\	Present (pm)	Pupil is present at afternoon registration
L	Late arrival	Pupil arrives late before register has closed
B	Off-site educational activity	Pupil is at a supervised off-site educational activity approved by the school
D	Dual registered	Pupil is attending a session at another setting where they are also registered
J	Interview	Pupil has an interview with a prospective employer/educational establishment
P	Sporting activity	Pupil is participating in a supervised sporting activity approved by the school
V	Educational trip or visit	Pupil is on an educational visit/trip organised, or approved, by the school
W	Work experience	Pupil is on a work experience placement



Code	Definition	Scenario
Authorised absence		
C	Authorised leave of absence	Pupil has been granted a leave of absence due to exceptional circumstances
E	Excluded	Pupil has been excluded but no alternative provision has been made
H	Authorised holiday	Pupil has been allowed to go on holiday due to exceptional circumstances
I	Illness	School has been notified that a pupil will be absent due to illness
M	Medical/dental appointment	Pupil is at a medical or dental appointment
R	Religious observance	Pupil is taking part in a day of religious observance
S	Study leave	Year 11 pupil is on study leave during their public examinations
T	Gypsy, Roma and Traveller absence	Pupil from a Traveller community is travelling, as agreed with the school
Unauthorised absence		
G	Unauthorised holiday	Pupil is on a holiday that was not approved by the school
N	Reason not provided	Pupil is absent for an unknown reason (this code should be amended when the reason emerges, or replaced with code O if no reason for absence has been provided after a reasonable amount of time)
O	Unauthorised absence	School is not satisfied with reason for pupil's absence
U	Arrival after registration	Pupil arrived at school after the register closed



Code	Definition	Scenario
X	Not required to be in school	Pupil of non-compulsory school age is not required to attend
Y	Unable to attend due to exceptional circumstances	School site is closed, there is disruption to travel as a result of a local/national emergency, or pupil is in custody
Z	Pupil not on admission register	Register set up but pupil has not yet joined the school
#	Planned school closure	Whole or partial school closure due to half-term/bank holiday/INSET day



Appendix 2: PMOE and Admissions

(from November 2021)

Introduction of a new online reporting system for Schools for:

- **Children who are Missing Out on Education (CMOE)** – now termed Pupils Missing Out on Education (**PMOE**)
- **Permanent Exclusions and Suspensions** (previously known as Fixed Term Exclusions)

We are introducing a new online system for schools to report any pupils who are missing out on education, pupils not receiving their education in the normal way or those that have received either a suspension or permanent exclusion. This new process will simplify the notification process, helping you to fulfil your duty to inform the local authority by completion of the online form as each of the above events occur.

This replaces the previous methods of reporting via half termly spreadsheets or word documents and is very similar to MS Forms.

The Online Forms are accessed within SAM, which is a system your school will already be familiar with for the Admissions Process.

Children Missing out on Education

We have also decided to change the term we use to refer to Children Missing Out on Education (**CMOE**) to Pupil Missing Out on Education (**PMOE**).

From our conversations with schools, we believe using the term PMOE will help differentiate between children who are attending school in a way other than the standard full-time education at school (PMOE) and those children who are missing from the educational provision they are on roll with (CME).

As a reminder, you should notify us of a child becoming a **PMOE** when one or more of the following happens:

- they are placed on a part time timetable
- have work sent home instead of attending school
- they receive all or part of their education at an Alternative provider or through Hospital education

You will also be able to update the child's PMOE status using an online **Amendment to PMOE form**. Amendments which will require updating include:

- any decrease or increase in timetabled hours
- a return to full time education (PMOE closes)

When you have submitted a new online report, the nominated person will receive an email notification that it has been received by the LA and 'approved'. Where we are unclear or have questions about the information you have submitted, we will contact you to discuss.

To help us move to our new system, and ensure our PMOE records are accurate, please submit a new PMOE form for all children on roll who are currently PMOE even if you notified us about them in a previous return/academic year.



Permanent Exclusions and Suspensions (Fixed Term Exclusions)

Please report any new Permanent Exclusions (PEX) immediately after they have occurred using this online system.

Report any newly occurring Suspensions (Fixed Term Exclusions) as soon as possible – this enables us to maintain accurate records which supports the safeguarding of children and young people. It also assists you to meet the statutory requirement of notifying the LA immediately of any suspensions that would result in a cumulative total over a term of more than 5 days, as our system will alert us weekly to each child's termly cumulation.

We hope that this new online system will make reporting and updating PMOE and Exclusions easier for you.

If you have any questions about this new process, please email: schoolinclusion@bcpcouncil.gov.uk

If you have any queries about the system set up, please email: bcpsynergy@bcpcouncil.gov.uk

Kind Regards

Jane



Jane Trevett
Lead Information Management Officer – Education



Appendix 3: Admissions Register Overview

Grounds for deleting a pupil of compulsory school age from the school admission register set out in the Education (Pupil Registration) (England) Regulations 2006, as amended. All of these reasons are section 8 (1).	
A	<p>where the pupil is registered at the school in accordance with the requirements of a School Attendance Order, that another school is substituted by the Local Authority for that named in the order or the order is revoked by the Local Authority on the ground that arrangements have been made for the child to receive efficient full-time education suitable to his age, ability and aptitude otherwise than at school</p> <p>Do not remove from roll until advised by LA</p>
B	<p>Change of school.</p> <p>except where it has been agreed by the proprietor that the pupil should be registered at more than one school, in a case not falling within sub-paragraph (a) or regulation 9, that he has been registered as a pupil at another school.</p> <p>Only remove from roll if you have confirmed the child has started with receiving school</p>
C	<p>where a pupil is registered at more than one school, and in a case not falling within sub-paragraph (j) or (m) or regulation 9, that he has ceased to attend the school and the proprietor of any other school at which he is registered has given consent to the deletion.</p> <p>Do not remove from roll until advised by LA</p>
D	<p>Elective Home Education</p> <p>in a case not falling within sub-paragraph (a) of this paragraph, that he has ceased to attend the school and the proprietor has received written notification from the parent that the pupil is receiving education otherwise than at school</p>
E	<p>Moved away</p> <p>except in the case of a boarder, that he has ceased to attend the school and no longer ordinarily resides at a place which is a reasonable distance from the school at which he is registered.</p> <p>Do not remove from roll until advised by LA</p>
F	<p>in the case of a pupil granted leave of absence in accordance with regulation 7(1A), that —</p> <p>(i) the pupil has failed to attend the school within the ten school days immediately following the expiry of the period for which such leave was granted;</p> <p>(ii) the proprietor does not have reasonable grounds to believe that the pupil is unable to attend the school by reason of sickness or any unavoidable cause; and</p> <p>(iii) the proprietor and the Local Authority have failed, after jointly making reasonable enquiries, to ascertain where the pupil is</p> <p>Do not remove from roll until advised by LA</p>
G	<p>that he is certified by the School Medical Officer as unlikely to be in a fit state of health to attend school before ceasing to be of compulsory school age, and neither he nor his parent has indicated to the school the intention to continue to attend the school after ceasing to be of compulsory school age.</p>
H	<p>that he has been continuously absent from the school for a period of not less than twenty school days and —</p> <p>(i) at no time was his absence during that period authorised by the proprietor in accordance with regulation 6(2);</p> <p>(ii) the proprietor does not have reasonable grounds to believe that the pupil is unable to attend the school by reason of sickness or any unavoidable cause; and</p>



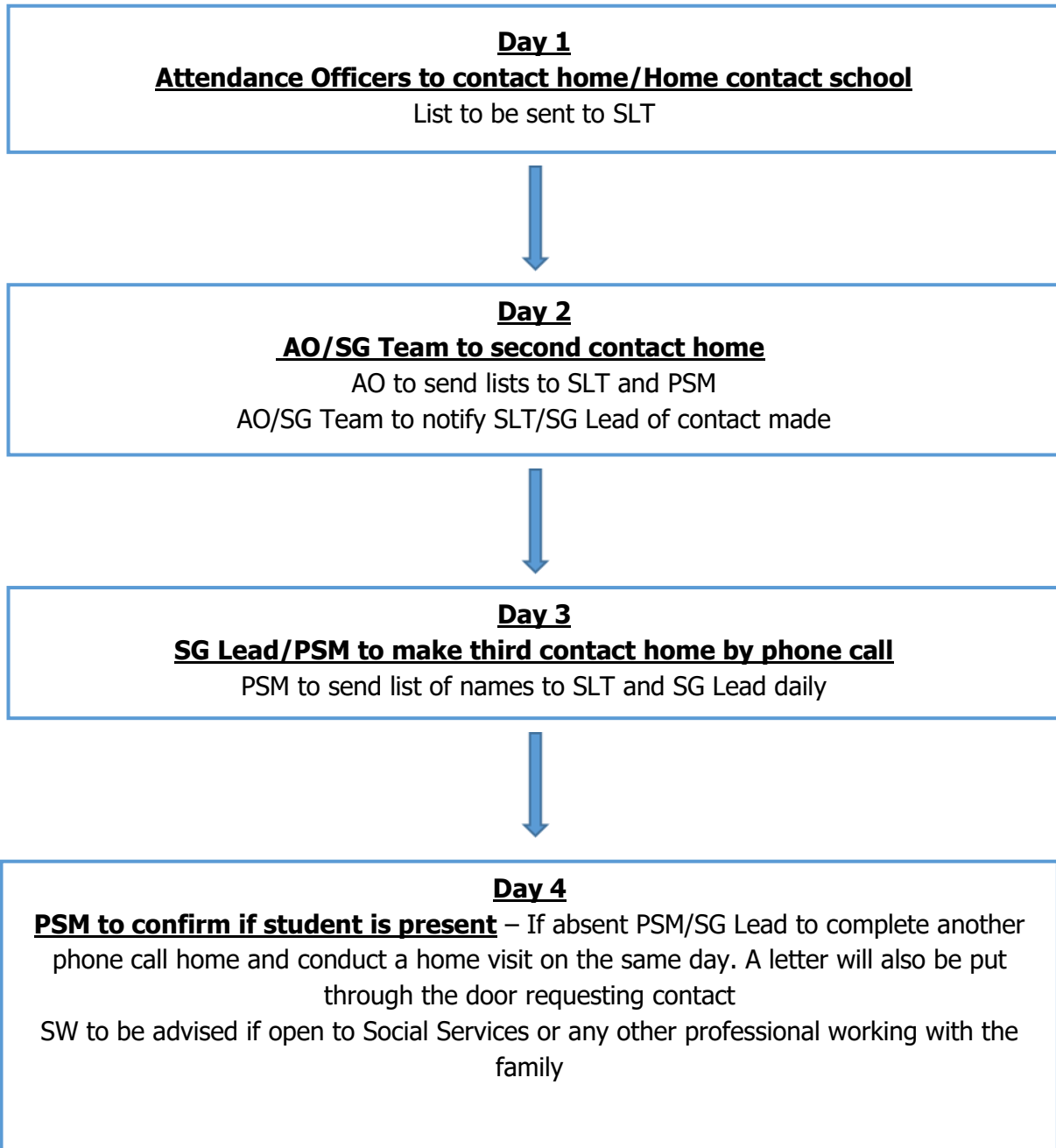
	(iii) the proprietor of the school and the Local Authority have failed, after jointly making reasonable enquiries, to ascertain where the pupil is. Do not remove from roll until advised by LA
I	that he is detained in pursuance of a final order made by a court or of an order of recall made by a court or the Secretary of State, that order being for a period of not less than four months, and the proprietor does not have reasonable grounds to believe that the pupil will return to the school at the end of that period.
J	that the pupil has died. Please note, notification to the LA is sufficient in these circumstances. It is not necessary to complete the form
K	that the pupil will cease to be of compulsory school age before the school next meets and— (i) the relevant person has indicated that the pupil will cease to attend the school; or (ii) the pupil does not meet the academic entry requirements for admission to the school's sixth form.
L	in the case of a pupil at a school other than a maintained school, an Academy, a City Technology College or a City College for the Technology of the Arts, that he has ceased to be a pupil of the school.
M	Permanent exclusion. that he has been permanently excluded from the school.
N	where the pupil has been admitted to the school to receive nursery education, that he has not on completing such education transferred to a reception, or higher, class at the school.
O	where— (i) the pupil is a boarder at a maintained school or an Academy; (ii) charges for board and lodging are payable by the parent of the pupil; and (iii) those charges remain unpaid by the pupil's parent at the end of the school term to which they relate.



Appendix 4: Student Attendance Contact Flowchart

Student Attendance Contact Flow Chart **Missing Child Procedure**

*All absences to be individually Risk Assessed in consultation with PSM/SG Lead & protocol escalated as appropriate.



Day 5

If the student is still absent phone call home and home visit to be completed by PSM. Letter to be sent requesting a meeting and contact made to the school

Social Care updated as appropriate – Consult



Day 6

PSM to make contact home and home visit

Letter to be sent home notifying that a CME referral will be completed and that concern has been raised to the borough of Bournemouth

CME referral to be completed if no response from home the evening of that day or if professionals working with the family have not seen the pupil.

Request safe and well visit by the police if appropriate

Update Social Care as appropriate

PSM: Pastoral Support Manager

CME: Child Missing in Education

SLT: Senior Leadership Team

EWO: Educational Welfare Officer

SG: Safeguarding

SW: Social Worker



Appendix 5: Letters to Parents / Carers / Guardians

A: Initial Letter

Re: Initial Attendance Meeting

Due to ongoing concerns regarding *** attendance I am inviting you to an Initial Attendance meeting.

This meeting will provide an opportunity for you and *** to discuss how you feel attendance can improve, and what we can all do to support this. If after this meeting attendance does not improve, unfortunately we will need to start the formal process of "Fast Track to Attendance", which could ultimately lead to prosecution.

The purpose of this meeting is to look at the support available to you and agree a plan to move the situation forward.

The initial meeting will be held at Longspee Secondary on *** at *** and it is essential that you attend. If you have any questions or concerns, please contact me on 01202 283744 and I will be happy to discuss further.

Yours sincerely

<<STAFF>>

<<ROLE>>



B: Introduction to Fast Track Attendance

Initial Fast Track Meeting

Due to ongoing concerns regarding (Name)'s attendance I am inviting you to a 'Fast Track to Attendance' meeting.

The Fast Track process is a 12 week period in which clear attendance targets are set at the initial meeting. This provides a clear supportive framework and is an opportunity for you and (child's name) to discuss how you feel attendance can improve, and what we can all do to support this. There will be a Fast Track Review Meeting held in school six weeks after the initial meeting. If attendance remains poor at that point, I must advise you that you will be at risk of prosecution.

The purpose of this meeting is to look at the support available to you and agree a plan to move the situation forward.

The initial meeting will be held at Longspee Secondary on (date and time) and it is essential that you attend. We would also recommend that you bring with you someone who can support you, either practically or emotionally, in improving your child's attendance. If you have any questions or concerns, please contact me on 01202 283744 and I will be happy to discuss further.

Stages of Fast Track to Attendance

This is a 12-week process where clear attendance targets are set at the initial meeting and a Parenting Contract is drawn together which is aimed at; resolving any issues preventing regular attendance and identifying any support required to enable regular attendance. The contract is then signed by all parties.

A Fast Track Review Meeting is held in six weeks after the initial meeting to review attendance and the contract, making any amendments required.

A final meeting is then held six weeks later. If attendance has improved and targets have been met then a support plan will be drawn up to ensure the improvement is maintained.

If attendance remains poor, then the matter will need to be discussed with the LA where a decision will be made regarding either issuing a Fixed Penalty Notice or initiating legal proceedings.

Parents/carers need to be advised that as there is a chance that legal proceedings could be initiated and that the information set out in the contract and contact with them over the Fast Track period could be used as evidence in court.

Yours sincerely

<<STAFF>>

<<ROLE>>



Appendix 6: BCP Parenting Contract (2020 Version)

Parenting Contract

Part 1 – Background

Date of Parenting Contract:



This is a Parenting Contract between (parent/s name and dob) and (name of school) in respect of (name and dob of child/ren) who attends (name of school in case more than one child with school different from above) and is in Year

Details of attendance

Overall %	Authorised absence %	Unauthorised absence %

Details of professionals involved; including staff at school

Name of professional	Role and Agency	Attended Meeting (Please tick)

Background / Reasons for Contract
What is going well?
What are we concerned about?



Part 2 - Requirements of Parenting Contract

	Actions/next steps of Parent(s) and Pupil	Date / Frequency
1		
2		
3		

	Actions/Support from professionals to assist parent(s)/pupil	Date / Frequency
1		
2		
3		

Review date:

Part 3 - Declarations

Parents

I _____ being the parent of _____ agree to comply with the requirements of this parenting contract, as set out in part 2.

Signature _____

Pupil (if age appropriate)

I _____ agree to comply with the requirements of this parenting contract, as set out in part 2.

Signature _____

School

I _____ acting on behalf of Longspee Academy agree to provide and monitor the support to _____ for the purpose of complying with the requirements set out in part 2.

Signature _____



Appendix 7: General Information about Attendance (P/C/G)

Dear Parents/Carers/Guardians

We felt it important to share some information about attendance, which outlines the things we must do as a school, and the support we can put in place should any levels of attendance be low.

All schools are subject to National Guidance, which (should we need to have conversations about attendance) talks about percentages of attendance, and we have a legal duty to understand any reasons for absence; should your son/daughter be absent, we will need to be in touch daily until they return to school.

National guidance: 96% or above is considered – GOOD

If your child's attendance falls below the national guidance, we will be in touch with you to see how we can work together to improve attendance. Please be assured that there may be a whole range of measures which can be put in place to support your child spending more time at school.

We always want to work with you to ensure that your son/daughter is Happy, Safe and makes Progress; and as you can appreciate, attendance is very closely linked to Progress and Success. Many studies have shown that low-attendance has a negative impact on independence and empowerment in Adult Life, and this is why there is National Statutory Guidance on school attendance in the UK. And if you have not seen some of this information before, please see some overview information about attendance overleaf.

Due to the fact that this guidance is statutory there is a legal aspect to attendance (and punctuality (or lateness)), which may involve us needing be in contact with the Local Authority at a particular stage – but please be assured that we will always look to work in partnership and all actions will be shared and clear, and that we are here to support you at all times.

If you have any concerns or have questions about your child's attendance, please do get in contact with us. Our Pastoral Support Manager, Carla Baker, is the main contact for all matters related to attendance at Longspee Secondary, and is always happy to hear from you.

As always if you would like any further information or have any queries, please do not hesitate to get in touch with the school.

Yours Sincerely

<<NAME>>

<<ROLE>>



Attendance Information and Facts

365 DAYS IN EACH YEAR	175 NON SCHOOL DAYS A YEAR		175 days to spend on family time, visits, holidays, shopping, household jobs and other appointments			
	5 days absence					
	190 SCHOOL DAYS IN EACH YEAR 190 days for your child's education	185 DAYS OF EDUCATION	10 days absence	29 days absence (5 weeks 4 days) Half a term missed		
			180 DAYS OF EDUCATION	161 DAYS OF EDUCATION	38 days absence (7 weeks 3 days)	
				152 DAYS OF EDUCATION	47 days absence (9 weeks 2 days)	
				143 DAYS OF EDUCATION		
	100%	97%	95%	85%	80%	75%

The information within this chart is an exemplar – the number of school days may vary year on year

Opportunities increase for those who turn up!

Attending school every day = 100% attendance

Attending 4½ days a week = 90% attendance = 4 weeks missed per year

Attending 4 days a week = 80% attendance = more than half a term missed per year.

Attending 3½ days each week = 70% attendance = more than a quarter of the school year missed.

An average attendance of 80% or less across a child's school career adds up to missing a whole 2 years from school, impacting greatly on Adult Life.

A child who misses school just twice per month will lose out on 18 days' education (almost four weeks of absence) across the school year.

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

If your child is 15 minutes late every day they will miss 2 weeks of learning each year

Make every minute count

