

Making the Most of Every Moment

Dear Parents, Carers and Children,

We are very proud of our attendance record as a school, and recognise the importance of each individual being in school, ready to learn every day that they can.

In this booklet you will find information about attendance and why it matters that our children are at school on time for every session that they possibly can be.

By law, all children of compulsory age (between 5 and 18) must get a suitable, full-time education.

100% attendance should always be the target.

90% sounds good, but...

90% =	Half a day a week missed 1 month missed per year 1 year missed over the course of your child's school career
80% =	More than half a term missed per year 2 full years missed over a school career

- Of pupils who miss between 10% and 20% of school, only 35% manage to achieve five A*-C or grade 9-4 in their GCSEs, including English and mathematics

Lateness also has a big impact on our children's achievement...

Make every minute count!

This is how those minutes can add up:

5 minutes late every day	= 3 days every year
15 minutes late every day	= 2 weeks per year
30 minutes late every day	= 19 days a year

At Meadowside, our learning begins at 8.45am every day. Whether the children are doing their daily Maths Challenges, Wake and Shake, Morning Activities or Reading Journals (to name but a few!), they are busy making progress from the moment school begins!

A positive, settled start to the day is vital to get our brains warmed up and contributes to your child's emotional wellbeing and sense of 'belonging'.

The social aspect of starting the school day together is vital for making and maintaining friendships- the more connected our children are to their peers, the greater their resilience and 'bounce-back-ability' when they come to tackle challenges in class.

Unauthorised Absence

Following the changes to the Attendance Regulations several years ago, **schools are not permitted to grant leave of absence during term time** unless there are 'exceptional circumstances'. The Government dictate that holidays are not exceptional circumstances, so permission should not be granted.

Under these regulations, Exceptional circumstances are:

- Return of parent from active service (Forces);
- Death or serious illness of a parent, step-parent or sibling;
 - Young Carer leave;
 - Disability or respite leave;
- Periods of obligatory religious observance;
- Traveller pupils travelling for occupational purposes
- Approved public performances (with clear supporting evidence)

All other exceptional circumstances need to be discussed with the Headteacher. All applications for leave

of absence during term time must be made by the letter to the Headteacher.

Taking unauthorised leave may result in the Local Authority (LA) taking legal action against you. This could be in the form of a Fixed Penalty Notice of £60 per child, per parent- rising to £120 if not paid within 21 days. The LA can decide to prosecute- there is no right of appeal against a fixed penalty notice. All schools are asked to notify their Local Authority if a child takes unauthorised leave from school.

Authorised Absence

Of course, there will be times when your child has to miss school, because he or she is ill. Children may also need to attend a medical or dental appointment in school time. However, you should always try to make routine appointments and check-ups during the school holidays or after school hours. Any absence must be requested as far in advance as possible. Absences can only be authorised by the school.

We would encourage children to be in school for every day that they can. If they are able to get up and watch TV or

play games or on the computer then they should be in school.

Attend Today... Achieve Tomorrow

If your children is struggling to come to school, please come and talk to us so that we can work together to create a plan and solve potential problems.

Talk to your child to try and find out why they are reluctant to come to school.

Meet with school staff to discuss and solve problems.

Contact Gloucestershire's Education Inclusion Service on 01452 427274 or attendance@gloucestershire.gov.uk to get extra help.

Education is important for your child's future, so it is important to solve issues as soon as possible.