

Why does attendance matter?

Attending school every day is essential to ensuring your son/daughter is to make the most of their ability and does well at school.

Your child will also have the opportunity to:

- ~ Make lots of friends and feel included
- ~ Learn new things and develop many skills
- ~ Increase in confidence and self esteem
- ~ Improve social skills
- ~ Achieve potential and fulfil aspirations

Absences could leave your son/daughter unsure about their work, finding it hard to catch up and they could become fearful of getting left behind.

Statistics show that young people who truant or have poor attendance are more likely to get into trouble or even danger.

Many prospective employers or colleges ask for information on a student's attendance before they ask questions on honesty or their exam results.

Attendance for Achievement

Research from the Department for Education found that for secondary school students with full attendance, they were **2.2 times more likely to achieve 5 GCSE grades 9-4** than those who missed 15-20% of school. Statistically, it only takes **17 days off** a year for your child to **drop a GCSE grade**.

In an exam you may be asked a question and it may be a topic that was discussed on a day when you were away.

If you are borderline 3/4 at GCSE and you can't answer that question in the exam you could find you have dropped to a 3 just because you missed the lesson.

If you achieve 5 GCSE's grade 9-4 then you could increase your wages by 40%.



ATTENDANCE

What is good attendance?

Whilst 90% sounds like good attendance, this actually constitutes half a day off every week.

100%	0 days Missed
95%	9 days of Absence. 1 week and 4 days of learning missed
90%	19 days of Absence. 3 weeks and 4 days of learning missed
85%	28 days of Absence. 5 weeks and 3 days of learning missed
80%	38 days of Absence. 7 weeks and 3 days of learning missed
75%	46 days of Absence. 9 weeks and 1 day of learning missed

At 90%, School will work together with the family, EWS and the child to improve attendance

A child who has been on 80% throughout their secondary years will have missed an entire year's worth of learning.

Each school day is split into two sessions, the morning AM session and the afternoon PM session.

/ and \ = are used to show if your son/daughter is present and on time.

L = late to school and or lesson

U = late to school after registers close, this is unauthorised.

N = is used for an absence with no reason given or where we need some more details to allow us to decide on the best code.

Understanding Attendance

Authorised Absences

Illness, Medical Appointments, death of a near relative and religious observance.

B and **V** = Educated in another place, e.g. college and visits out of school.

M = Medical Appointment. Please provide proof of appointments and make them out of school time where possible.

I = Illness, when your child is too poorly to attend.

C = Absent for a good reason that we are allowed to authorise. Eg Funerals

Unauthorised Absences

O = When we have not received any reason or do not feel the reason is enough to authorise the absence.

G = Unauthorised leave in term time, e.g. a holiday without the Headteacher's permission.

There are: **365 days a year, 190 school days**

Leaving **175 days** for shopping, holidays and meeting friends.

Please don't take time off for this.

What do we do to ensure good attendance?

- ~ We emphasise the importance of good attendance.
- ~ We reward good attendance
- ~ We do not authorise absences without a good reason.

If you are absent -

We contact your parents/carers if we do not know why you are absent.



If attendance problems continue we meet with you and your parents/carers to discuss the way forward.



If your attendance still does not improve we may refer you to the school's Education Welfare Officer (EWO) or issue a Penalty Notice Fine

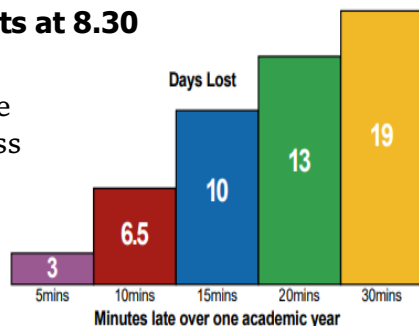


If meeting with the EWO still does not bring improvement in attendance your parents/carers become liable to Penalty Notice Fines and even prosecution in court.

Every minute counts

School starts at 8.30

Look at the graph to see how lateness impacts on attendance



How can parents/carers help?

Parents/carers are legally obliged to make sure their son/daughter attends school regularly.

Students should aim for at least 95% attendance

- ~ Please do not take your son/daughter out of school for a holiday.
- ~ Please do not make non-urgent medical appointments during the school day.
- ~ Telephone the school as early as possible if your son/daughter is absent or late on 01980 676650 or report the absence on Class Charts.
- ~ Please send a note/appointment letter with your son/daughter when they return to school.
- ~ If you become aware of any reason why your son/daughter does not want to come to school, please contact their Tutor in the first instance, Progress Leader or the Attendance Officer.
- ~ Please make sure we know your up-to-date contact details.
- ~ If you have any queries about your son/daughter's attendance, please do not hesitate to contact us.

**IF WE KNOW ABOUT IT
WE CAN WORK WITH YOU TO DEAL WITH IT**



Report an Absence:
Use Class Charts or
Phone the Absence Line: 01980 676650



**THE STONEHENGE
SCHOOL**

Attendance Guide



Report an Absence:

Use Class Charts or
Phone the Absence Line

01980 676650