



High Hazels Academy

The best in everyone™

Part of United Learning

ATTENDANCE NEWSLETTER SUMMER TERM 2019

ATTENDANCE

We will continue to focus on attendance and punctuality. We expect children's attendance to be at 97% - this is in line with government expectations too. Currently, we remain below this and need your continuing support to ensure we hit this important mark for your child to have the very best chance to learn. Our whole school attendance is KS1 94.4%. KS1 93.4% EYFS 91%

THANK YOU SO MUCH to those families who have been working hard to ensure children's punctuality and attendance is high.

THANK YOU for getting these important habits established early on in your child's life as it will make a huge difference in their futures.

We really do appreciate that you are committing yourself to get your children to school on time so that they can begin learning on time and not waste a single minute of their learning time. There is a link between attendance and achievement and therefore it is very important that your child attends school every day unless there are exceptional circumstances.

Doors Open 8.40am
Doors Close 8.50am
Late after 8.50am

You will now need to sign your child into school at the school office if they are late, with a reason for their lateness.

Why is good attendance and punctuality important?

Education lays the vital foundations of a child's life. Regular and punctual attendance at school is key to both academic and social development, which in turn will improve the life chances of children and young people.

What does 90% attendance mean?

- 90% attendance = $\frac{1}{2}$ school day missed every week!
- One school year at 90% attendance = 4 weeks of learning missed!
- Over 5 school years of school = $\frac{1}{2}$ school year missed!
- All children and young people nationally whose school attendance is 90% or below are considered to be persistent absentees.

Attendance and Punctuality procedures.

A reminder about these is outlined below:

Illness

If your child is unwell please inform the attendance line/school office by 9.00am if you have evidence of a medical condition please bring it into school to help us evidence the reasons for your child's absence and enable us to authorise those absences.

Appointments

Please avoid making appointments for your child during the school day; if an appointment is absolutely necessary please bring your child into school for as much of the day as possible and notify the school office of when you will collect your child and when they will be returning to school. We also ask you provide evidence where possible.

Parents/carers will be notified if it is noted that attendance or punctuality is beginning to cause a concern. If your child's attendance becomes a concern or they are persistently late the school will invite you to a meeting to discuss this. If you do not work with us when support is offered then a parent contract meeting will be arranged.

Any unauthorised absence may result in a penalty notice from the local authority. Any absence (including illness) where we don't receive a reason from parents will be recorded as unauthorised.

Rewards for Good Attendance

We have several attendance rewards active in school including ones for our children attain our school target and half termly 100% awards.

Classes celebrate good attendance and the class with the best attendance are celebrated in our weekly assembly.

100% Attendance Celebration Event

Well done to all of the children who have achieved 100% attendance this year. They were rewarded with a tea party with the Lord Mayor on Thursday 20th June. The Children had a great morning. We hope to see more children at the event next year.

Thanks

Home visits

We have a duty of care to your family if we have not received a reason for your child's absence or they have been absent for a few days a home visit will be carried out to establish their whereabouts, ensure they are safe and well and to support and provide advice. Please do not be offended the team are there to help and support your family.

Leave of Absence

From September 1st 2013, the law does not give any entitlement to parents to take their child on holiday during term time. Any application for leave of absence will only be granted by the Head Teacher if there are exceptional circumstances that warrant granting leave. All requests for leave of absence for exceptional circumstances must be made in writing to the Head Teacher, who will consider each individual case. Failure to attend school if the request is declined may result in a penalty notice being issued.

Each such Penalty Notice incurs a fine of £120 to be paid within 28 days, which is reduced to £60 if paid within 21 days of the notice being served. Failure to pay a penalty notice may result in further action being taken against you.

Late Tracking

The doors open at 8.40am. Your child should be waiting outside ready to enter school at this time. The doors are closed at 8.50 to allow the children time to filter into the classroom. It is not the time that they are expected to arrive.

Year 4 had the poorest punctuality with 55 recorded lates.

Year 3 had the best punctuality with 13 recorded lates.

Support your child's class to have the best punctuality this term. School offers breakfast club provision for 50p per day which supports you to get your child to school on time every day. Speak to the school office for more information.

Does your child walk to school by themselves?

School starts at 8.40. Make sure that they get up and leave the house in plenty of time if they are persistently late you will be invited to meet with the attendance team and asked to complete a contract which may include agreeing to accompany your child to school!

WE ARE HERE TO HELP YOU

If you are having problems getting your child in to school, then why not contact our Pastoral Team?

We want to help you as we all want the best education for our children.

The Team can arrange to meet with you. Please contact the school office to book a time or to just have a chat.

There is plenty of support we can offer you, you just need to ask.