

# Attendance Matters!



**Every school day counts!** Make attendance matter for your child by making sure they are in school every day, with no late-starts and no early pick-ups. We know that all children can get poorly but aiming for 96+% attendance gets your child off to a flying start and the best chance of success in their education.



## ATTENDANCE FACTS

All parents (whether you live together or not) are responsible, by law, to ensure that their child regularly attends school. Unless your child is unwell, they should be in school EVERY DAY.

- There are 190 school days in a year; at the end of the 2019 academic year there were 12 children who were congratulated for achieving 100% attendance.
- Whole school attendance at Oughton Primary for 2018-19 was 95.16%. The national average for a child's attendance (or absence) in 2017-18 was 94.9% (2018-19 data not yet published). 95% equates to children missing 9.5 days across the school year.
- Over 23 children across the school had 90% or less attendance in 2018-19. This meant that those children had 4 or more weeks out of education across the year which gives them less chance of success. These children are classed as 'Persistent Absentees' (i.e. if they miss 10% or more of possible sessions) by Ofsted and parents were/ or were at risk of being fined.
- Parents of children who have 15 unauthorised absences in a 2 term period can, and will, be fined - £60 per child per parent (whether they live with the child or not). The fine rises to £120 if not paid within 21 days and, if not paid after 28 days, may result in a prosecution. If prosecuted, fines are up to £2,500, a community order or a jail sentence up to 3 months. The court also award Parenting Orders. Please note, fine notices are issued to both parents,

## TALK TO

If your child does not want to come to school because of a problem, it is important that you bring them in as usual and talk to either their class teacher or another member of staff. If they do not come in and report their problem, we cannot resolve it and their absence cannot be authorised. Mrs Woollon, Pastoral Support Lead, is always happy to discuss any problems with children or parents.

## EVERY SCHOOL DAY COUNTS

### AUTHORISED VERSUS UNAUTHORISED ATTENDANCE

The following absences cannot be authorised:

- Absence for holidays in term-time.
- Absence for children with attendance below 90%, without medical evidence
- Absence for a birthday or family celebration.
- Absence because of parent illness.
- Absence because a sibling is off school.

### MEDICAL APPOINTMENTS



If your child has a hospital or emergency medical appointment, these will only be authorised if a letter or appointment card is shown at the office.

Please make sure that, where possible, any medical appointments are made out of school hours. Doctors, dentists and opticians can usually accommodate this.

If your child has an appointment during the day, where possible, they should register at school beforehand and return after the appointment. Most appointments will only be authorised for half a day.

### IF YOUR CHILD IS UNWELL



Please contact the office on **01462 450716** before 9am on each day of the absence or email us either through [attendance@oughton.herts.sch.uk](mailto:attendance@oughton.herts.sch.uk) or Parentmail.

For the absence to be authorised please make sure that you complete the absence slip with the reason and any medical evidence on your child's return to school (available on website or from class teacher). Parents/carers will need to provide medical evidence for any children with attendance under 90% for the absence to be authorised.



### REMEMBER

Doors open at 08.45 with register at 9am. Set your alarm so that your child is not late - there are no excuses for constant lateness, even a few minutes impacts on your child's attendance figures. School finishes at 3.15pm, please arrive promptly for collection.