



Attendance Newsletter - September 2024

Our school attendance target is 96%. The overall attendance for last year was 91.29%.

It is really important that we continue to work together to do all we can to prioritise the children's attendance at school.

Unauthorised Absence includes:

- ⊗ Arriving late to school
- ⊗ Shopping trips
- ⊗ Birthday treat which results in their absence from school
- ⊗ Absence from school with no reason
- ⊗ Child off school as sibling/parent is unwell
- ⊗ Child off school as sibling/parent has a medical appointment

Holidays in Term Time

There are 190 school days and 175 other days in the year that can be used for holidays and other occasions. The school academic year is set out a year in advance and available on the school website

A reminder that we **DO NOT** authorise holiday during term time. Leave of absence applications are intended for families where there is an exceptional circumstance that requires a child to be away from school. If you do feel that you have an exceptional reason for requesting leave of absence, please complete a leave of absence form, available from the school office.

We ask that Parents/Carers support good attendance in the following ways:

- ☺ Make school attendance a priority.
- ☺ Arrive at school on time – Class doors open at 8:45am.
- ☺ Contact the school to report each daily absence by 9.15am via telephone on 01332 571231 (option 2 to report absence).
- ☺ Children should return to school as soon as they are able to do so after an illness.
- ☺ If you have ANY concerns about attendance, please do not hesitate to speak to our attendance officer, Mrs Rowles, in the first instance.

Term Dates 2024 – 2025

Autumn 1

Wednesday 4 September 2024 - Friday 25 October 2024

Autumn 2

Monday 4 November 2024 - Friday 20th December 2024

Spring 1

Monday 6 January 2025 - Friday 14 February 2025

Spring 2

Monday 24 February 2025 - Friday 4 April 2025

Summer 1

Tuesday 22 April 2025 - Friday 23 May 2025

Summer 2

Monday 2 June 2025 - Thursday 24 July 2025

PLEASE CAN WE KINDLY REQUEST THAT YOU MAKE DENTAL AND MEDICAL APPOINTMENTS OUTSIDE OF SCHOOL TIME. IF THIS IS NOT POSSIBLE, APPOINTMENT LETTERS/TEXTS WILL NEED TO BE SEEN BY THE SCHOOL OFFICE.



Mrs Rowles is our school attendance officer. She is available Mondays, Thursdays and Fridays. Please contact the school if you would like to have a meeting with Mrs Rowles about your child's attendance, or speak to Mrs Rowles at the Holbrook Road gate in the mornings.



Every SCHOOL DAY matters

Penalty Notice Fines for School Attendance are Changing!

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for Penalty Notice Fines issued after 19th August 2024.

Per Parent, Per Child

Penalty Notice Fines will now be issued to each parent, for each child that was absent.

For example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.

5 consecutive days of term time leave

Penalty Notice Fines will be issued for Term Time Leave of 5 or more consecutive days. Inset training days are school days and can be included in the 5 or more consecutive days where there was intent to be absent for term time leave.

10 sessions of unauthorised absence in a 10-week period

Penalty Notice Fines will be considered when there has been 10 sessions of unauthorised absence in a 10 week period.

First offence

The first Penalty Notice is issued for Term Time Leave or Irregular Attendance the amount will be: £160 per parent, per child paid within 28 days.

Reduced to £80 per parent, per child if paid within 21 days.

Second Offence (within 3 years)

The second time a Penalty Notice is issued for Term Time Leave or Irregular Attendance the amount will be: £160 per parent, per child to be paid within 28 days.

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed for Term Time Leave or Irregular Attendance a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates' Court. Magistrates' fines can be up to £2500 per parent, per child. Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate, due to 'failure to safeguard a child's education'.