

# Missing School adds up

## LEARNING MISSED IN ONE SCHOOL YEAR

100% Attendance	0 days of learning missed	Best chance of success
95% Attendance	2 weeks of learning missed	Poor attendance will impact on learning
90% Attendance	4 weeks of learning missed	
85% Attendance	5 ½ weeks of learning missed	Very poor attendance. You are at risk of prosecution!
80% Attendance	At least 7 ½ weeks of learning missed	



### Did you know?

If your child's attendance is 80%, this means

- 1 day EVERY week
- 6 days EVERY half term
- 12 days EVERY term
- 36 days EVERY year
- 180 days in five years...

...That's nearly **ONE WHOLE SCHOOL YEAR!**

Time missed at school can lead to gaps in knowledge that become difficult to fill.

As a parent/carer it is **YOUR** legal duty to ensure your child attends school every day and on time.

**GET YOUR CHILD OFF TO A GOOD START BE 100% HERE, BE PUNCTUAL AND BE SMART!**

# Worried about school attendance?

## Can we help?

If you are worried or feel there is a problem with your child's attendance come and talk to our Attendance Officer, Lisa Bonner, or Tracy Leahy our Learning Mentor who can provide support.

## Attendance matters...

Children who attend school every day make better progress and achieve more than those who miss some days or weeks in a learning term.

## LATENESS ADDS UP!

Being 15 minutes late every day will add up to **TWO WEEKS** of school missed every year!

**Late after registration is closed** Children who arrive after 9:25am will be given a late after registration closes mark unless parents can prove that the child has been to a medical appointment. This mark will be coded as a U mark and will bring your child attendance down.

Oversleeping and missing your bus or DLR is not an excuse – **YOU COULD BE FINED £60.**

## Celebrating Excellent Attendance

Each week the class with the best attendance receives an attendance certificate.

At the end of every term the children with 100% attendance gets a certificate.

In the summer term the children who still have 100% attendance will go on a trip.

# School Attendance and the Law

The Education Act of 1996 states that it is the responsibility of the parent or guardian to ensure that all children between the ages of 5 and 16 years attend school on a regular basis **AND** on time.

Failure to do this may end up in **YOU** being fined and taken to Court.

It is your responsibility to let the school know if your child is going to be absent. Please telephone the school office at **020 7476 1727**, with a message on the first day of absence.

## BUT REMEMBER!

The **ONLY** acceptable reasons for non-attendance are:

- Illness or emergency appointments (proof will be required)

Government guidelines say that Attendance should be above **95%**

## Holiday & Routine Appointments

Changes in the law mean that Head Teachers no longer have discretion to allow pupils to take holidays in term time. **Do not** take your children out of school for holidays or any medical appointments unless it is an emergency.

## The Borough's View: **PERSISTENT ABSENCE IN NEWHAM IS UNACCEPTABLY HIGH.**

Good school attendance enables children to feel confident and happy about the school work and activities that they participate in.

As a parent you can support your child to enjoy school life to the full by ensuring they attend school every day **AND** on time.

## **BOROUGH ACTION.**

Newham council is taking a stand to improve school attendance.

From 25th February 2013 you can be fined £60 by Newham council for taking term-time holidays, for poor school attendance and other non-attendance issues.

If this fine is not paid in 21 days but is paid within 28 days, the fine will rise to £120. If no payment is made, YOU could face court action.

## **HOLIDAYS**

Holidays **CANNOT BE TAKEN** for the following reasons:

- Availability of cheap flights and holidays
- Availability of the desired accommodation
- Poor weather experienced in school holiday periods
- Holidays should not overlap with beginning or end of terms.

Holidays **MUST** be applied for in advance of booking. Parents who take their children on holiday during term time will receive a penalty notice and a £60 fine.

## **LONDON BOROUGH OF NEWHAM**

Code of conduct for issuing of Penalty Notices Revised September 2013 in accordance with The Education (Penalty Notices) (ENGLAND) (Amendment Regulations 2013)

### **Purpose of the Code.**

Regular school attendance is essential if the children of Newham are to achieve better outcomes in education and improve life chances. Parents and carers of school age children are required by law to ensure that their children attend school and the Local Authority has a duty to take action against those who do not ensure their children are receiving a suitable education.

### **Penalty Notices are issued when:**

- Parents fail to ensure their children attend school and attendance is below 85% for an identified period of time with no acceptable reason.
- Parenting contracts are not complied with and parents refuse, or fail, to attend a school Attendance Consultative Group (SACG) meeting.
- Parents refuse to sign a contract offering support when attendance is persistently below 85%.
- Term time holiday is taken
- Term time leave is taken during SATs and examination periods.
- Unwarranted delay returning from an extended holiday.
- Persistent late arrival after the registers have closed.

### **Who can be issued with a Penalty Notice?**

- All natural parents, whether they are married or not.
- Any person who has parental responsibility for a child.
- Any person who has care of a child and with whom the child lives.

## **Amount of Penalty and Payment Arrangements**

The penalty for each parent is £60 for each child if paid within 21 days of the receipt of the notice. The penalty rises to £120 if paid after 21 days but within 28 days of the receipt of the notice. Arrangements for payments are detailed on the Penalty Notice.

If a penalty is not paid in full by the end of the 28 day period. London Borough of Newham will either prosecute for irregular school attendance or withdraw the notice.

There is no statutory right of appeal against the issuing of a Penalty Notice. A Penalty Notice can only be withdrawn either:

- Where no offence has been committed
- Where it has been issued to the wrong person.

## **Unacceptable reasons for absence**

- Shopping
- Birthday treats and trips
- Non-urgent medical and dental appointments
- To visit relatives they have not seen for a while.

When Absence fails below 95%

If your child's attendance is below 95%, medical evidence must be provided to show urgency of the visit.

Fifteen unauthorised absences will result in a Penalty Notice and £60 fine.

**Parents and carers will receive formal warning letters to advise you are at risk of breaching these regulations. PLEASE DO NOT IGNORE THESE LETTERS!**