

ATTENDANCE MONITORING

Your child's attendance level will be measured against the following criteria and support offered as appropriate.

96 - 100% VERY GOOD/ EXCELLENT ATTENDANCE

Expected level - on track to reach individual social and academic potential. Well done!

92 - 95.9% BELOW EXPECTATION - CONCERN

lessons missed through repeated absence.

- Call home to query absence pattern
- Stage 1 - Letter of Concern Issued
- Parents / carers invited to attend a meeting in school to identify barriers to learning
- Guidance and support ensure issues are resolved quickly enabling attendance levels to improve as expected.
- School attendance target will be set

At Risk of Persistent Absence from School

BELOW 92% - UNSATISFACTORY LEVEL

Stage 2 - Letter of Concern Issued

Referral to Warwickshire Attendance Service (WAS) will be considered for external support.

Medical evidence will be requested to support high level absence from school

BELOW 92% - UNSATISFACTORY LEVEL

DfE - Persistent Absence from School

Falling attendance levels without agreement of school will be referred to Warwickshire Attendance Service (WAS).

An Attendance Target or Parenting Order may be set. Failure of a legal target may lead to a fixed penalty notice being issued to parents / carers. Max fine £2500.

Attendance at school is our shared responsibility to ensure **every child** makes the very most of their education and opportunities on offer.

Please support us by sending your child into school every day possible.

BEFORE YOU KEEP YOU CHILD OFF SCHOOL

A large proportion of student absence is due to **minor illness** such as cough, cold, headache, stomach ache etc. We would ask you to consider sending in a note excusing your child from certain activities if needed, or allowing appropriate medication to be taken rather than keeping them off school for the whole day and **missing out on lessons & learning.**

Please contact Attendance Support Room (ASR) staff in school for all medical related issues. Staff will ensure they keep in touch should your child be too unwell to stay in school. A phone call home will be made by staff to discuss any concerns if appropriate.

HOLIDAY REQUESTS & LEAVE OF ABSENCE

A large proportion of student absence is due to **minor illness** such as cough, cold, headache, stomach ache etc. We would ask you to consider sending in a note excusing your child from certain activities if needed, or allowing appropriate medication to be taken rather than keeping them off school for the whole day and **missing out on lessons & learning.**

Please contact Attendance Support Room (ASR) staff in school for all medical related issues. Staff will ensure they keep in touch should your child be too unwell to stay in school. A phone call home will be made by staff to discuss any concerns if appropriate.

Stratford
upon Avon
School
& Sixth Form

EVERY DAY COUNTS



**When is 90% not good enough?
When it is your attendance score?
Miss school and you miss out**

24 Hour Student Absence Line

 01789 209296

 attendance@stratfordschool.co.uk

WHAT SHOULD YOU DO?

ENSURE YOUR CHILD ATTENDS SCHOOL EVERY DAY & ON TIME

Please report any absence including medical appointments or reasons for late entry to school by using the 24hour **Absence Line 01789 209296** before **9.00a.m** on **each day** of absence. For longer term absence please call the Attendance Officer direct on **01789 416621**.

Please ensure medical & dental appointments are made outside of school time *where possible*. **We would prefer your child to be in school for 8.45a.m to register** and then released from lessons to attend an appointment if necessary.

Recognise and praise your child's achievements in school. Support the school to ensure punctuality and attendance are excellent at all times. Communicate with your child's form tutor or college leader or subject teachers with any concerns however small you may feel this is.

Monitor attendance levels via My Child At School (MCAS) regularly. Please ensure student address, parental/carer email and all contact numbers including an emergency contact number are correct on MCAS. For amendments please email admin@stratfordschool.co.uk.

WHAT SHOULD YOUR CHILD DO?

AIM FOR 100% ATTENDANCE EVERY WEEK.

Be on time to school for a prompt **8.45a.m start** and be on time to all lessons. Let their tutor know if there are problems affecting their attendance at school.

Take personal responsibility for ensuring excellent attendance levels are maintained and monitor this via Bromcom.

WHAT WILL WE DO?

We will monitor your child's attendance on a daily basis. We will send a Group Call absence alert message whenever your child **fails to register for A.M or P.M roll call**.

We will support and guide you to ensure excellent attendance levels are maintained in school, to ensure **your child** reaches their full social and academic potential. We will impose sanctions on students who are late to school or truant.

We will refer to Warwickshire Attendance Service (WAS) for support when needed. This may result in an Attendance Target or Parenting Contract being issued.

THE LEGAL POSITION

Under section 7 of the Education Act 1996 parents & carers are under a positive duty, to ensure that a child receives an efficient and **full time education** either by regular attendance at school or otherwise. **The law makes it clear that only school can authorise an absence and has no obligation to do so.** This applies even when we have been notified of the reason for absence.

Globally most Muslims do not practice FGM, it is neither a requirement or a 'Sunna' in Islam. We are aware that some UK communities are more at risk than others. FGM is illegal in the UK and considered to be child abuse. As such we will follow appropriate safeguarding procedure whenever FGM is a possible reason for absence from school or removal from roll.

THE BIGGER PICTURE

There is a clear and researched link between attendance and achievement in school.

Whenever a young person misses school through illness, holiday or truancy they miss out on important learning opportunities.

It is often difficult to catch up on work missed having not been in class. Social and academic development can be negatively affected.

95% attendance	10 days missed per year
	50 lessons missed per year
90% attendance	2 days missed per month
	10 lessons missed per month
	20 days missed per year
80% attendance	1 full day of absence per week
	20 lessons missed per month
	40 days missed per year
	200 lessons missed per year

