

Bedgrove Infant School

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EVERY LESSON COUNTS

EDUCATION OFFICER:- Tracey Isaacs 01296 - 387371

What does the Education Officer do?

- Monitors attendance
- Works with the school and parents to resolve a child's attendance problems
- Telephones, writes or visits your home when necessary

Let us know if you have a problem, perhaps we can help

What can you do to help?

Report the absence of your child by 9.30am on the first day of absence.

Make sure your child is in school for registration – don't let him / her miss out on the first part of the day.

Arrange an appointment after school if you need to speak to the teacher.

Avoid taking term time holidays.

Understand that the beginning and ends of terms are as important as any other time in school

If your child is in Year 2 avoid taking any time off in April / May when SATs are held.

Don't allow your child more time away from school than is absolutely necessary.

Encourage a pattern of punctuality and good attendance with your child – let him / her see it matters.

When one of your children is off school make sure you get the others into school – ask a friend to take them in.

When a family member is ill, make sure you get your child into school.

Take notice of how much time your child has been away from school.

Let the school know if you are about to leave the area, change your address or any of your contact numbers. **Ensure that we always have up to date contact information.**

BE CONCERNED OVER YOUR CHILD'S ABSENCE

Every child has the right to receive full time education of 190 days per year (380 sessions).

- Children can only make the most of the educational opportunities if they attend school regularly and on time
- Lessons lost will never be found
- 95% attendance or below is a cause for concern

It is not a right to take a child out of school for a holiday.

What if ...

Your child misses 10 days of school (20 sessions)?

- They are already on only 95% attendance

Your child misses 20 days of school (40 sessions)?

- That's only 89% attendance – equivalent of half a day off per week for the whole school year

Your child misses 38 days (76 sessions)?

- That's 80% attendance- the equivalent of a day off per week for the whole school year

What if your child is late?

- He / she misses registration which may cause an absent mark
- He / she misses the beginning of lessons which contain the introduction to the work from the teacher
- He / she will be "catching up" for the rest of the lesson
- He / she misses the social part of the beginning of the day
- He / she may be reluctant / or refuses to enter the classroom

Children hate being late for school

PARENTAL RESPONSIBILITY

Education Act 1996, Part V1, Chapter 11, Section 444

If a child of compulsory school age who is a registered pupil at a school fails to regularly attend the school, his parent is guilty of an offence.

In a few cases where a child persistently misses school and parents are aware of the situation but have been unable to provide a reasonable explanation to the school for the absence, the parents may be prosecuted in the Magistrates Court.

Most common acceptable reasons for absence:-

- Illness of the child (not the parent)
- An emergency medical or dental appointment
- A religious event

The following reasons for absence will not be authorised:-

- **Looking after the house**
- **Looking after other family members**
- **Illness of another family member, i.e. pupil kept off school when sibling unwell**
- **Shopping during school hours**
- **Birthdays**
- **Day trips**
- **Annual holiday during term time**

What does the school do?

- Provide 190 days of planned delivery – not a day should be missed
- Listens and supports
- Tries to help with any problems you are having
- Liaises with the Education Officer
- Reports levels of school attendance to the Department for Children, Schools and Families and OFSTED on request
- Monitors attendance
- Reports a child's attendance, at least annually, to parents
- Informs parents of their child's unacceptable absence, and...
- Invites the parents to a meeting to discuss the issue
- Alerts the Education Officer to unacceptable patterns of absence, persistent intermittent absence or long term absence where home / school meetings have not improved the attendance
- Considers all requests for leave of absence on individual merit