

# WHY IS GOOD ATTENDANCE SO IMPORTANT?

We believe that a child's attendance and punctuality is of great importance to maintain consistent progress and achievement in both curriculum knowledge and understanding, and personal and social skills.

We want all the children to achieve the very best they can and for this they need to be in school regularly. Irregular attendance makes it harder to keep up with work, school life and events. Late arrival disrupts the education not only of the student who is late, but also of others in the class. Erratic appearances at after school clubs and social events can affect their feeling of belonging and, for some children, their ability to sustain friendships. They may miss explanations of homework, letters home or information in need of a response.

Pupils who have good attendance will become successful learners who enjoy learning, make progress and achieve. They will find school routines and school work easier to cope with and are more likely to have an easier transfer to secondary school and go on to become confident individuals who make a positive contribution to society.

Each school sets its own annual target for attendance, in collaboration with the School Governors and the Education Welfare Service. Our attendance target this year is **96.5%**. It is expected that the whole school community will work together to achieve this target.

Are you aware of the effect poor attendance has in lost learning hours?

Descriptor	Attendance	Actual Attendance	Whole days Absent	Learning Hours Lost
Excellent	100%	190 days	0	0
	99%	189 days	2	10
Good	98%	186 days	4	20
	97%	184 days	6	30
	96%	182.5 days	7.5	37.5
Cause for concern	95%	180.5 days	9.5	47.5
	94%	179 days	11	55
	93%	177 days	13	65
	92%	175 days	15	75
	91%	173 days	17	85
Unsatisfactory	90%	171 days	19	95
	89%	169 days	21	105
	88%	167 days	23	125
	87%	165 days	25	125
Serious cause for concern	86%	163 days	27	135
Critical	85%	161.5 days	28.5	142.5
	84%	159.5 days	30.5	152.5
	83%	158 days	32	160
	82%	156 days	34	170
	81%	154 days	36	180
	80%	152 days	38	190

If your child is away for one week they miss 5 hours of maths and 5 hours of Literacy lessons.

## EVERY DAY COUNTS!

### School hours

Classrooms open for early morning work at 8.30 a.m.

Registration takes place at 8:45am and 12.45pm/1:00pm. A child arriving after 8:45am, but before 9.00am will be given a L-Late (before registration closed) mark.

If a child arrives after 9.00am they will be given a U-Late (after registers closed) mark.

Afternoon registration opens at 12.45 p.m. for Reception and KS1 and 1.00pm for KS2. Children arriving after 12.50pm and 1:05 (respectively) will be given a L-late mark and after 1.00pm/1.15pm a U-Late mark.

*L-Late is recorded as a present mark and U-Late is recorded as absent for the session.*

The school day ends at 3.00 p.m.

### How can you help your child's attendance?

By law, all children of compulsory school age must receive a proper full-time education. Under the 1996 Education Act, parents and carers are responsible for ensuring their children attend school regularly and punctually. Parents and carers fulfil their role and responsibilities by:

- ✓ Ensuring their child attends school every day unless they are too ill to attend or there is an acceptable reason for absence
- ✓ Ensuring their child arrives on time, prepared and equipped for the day
- ✓ Contacting the school by phone, by email [admin@walton.essex.sch.uk](mailto:admin@walton.essex.sch.uk) or in person before 9.30a.m. on the first morning of all absences
- ✓ Arranging dental and doctor's appointments out of school hours or during school breaks
- ✓ Informing the school in advance when it is not possible to arrange a medical appointment out of school hours and returning their child to school following a medical appointment
- ✓ Parents do not have the right to take children out of school for a holiday during term time. The Education (Pupil Registration) (England) (Amendment) Regulations 2013 does not allow Headteachers to grant leave of absence to a pupil unless the Headteacher considers that there are exceptional circumstances relating to the application. A parent wishing to apply for a holiday will need to apply using the appropriate form available from the office.
- ✓ Supplying a packed lunch for children arriving after 10.00 a.m. unless a school dinner has been previously booked
- ✓ Sending in a note to explain the reason for absence on your child's return after an illness
- ✓ Keeping the school updated by telephone or letter if your child has an extended period of absence due to illness
- ✓ Accepting the professional judgement of the Headteacher when they consider if the absence of a child is authorised or unauthorised
- ✓ Communicating with school about their child's progress or concerns and attending meetings with the Pastoral Team, Class Teacher or Headteacher.
- ✓ Working with the school or Local Authority Education Welfare Officer to help improve the situation if a child's attendance is below the expected level

Children who are absent in term time miss vital schooling and it takes time for them to settle back upon their return, often as long as they have been away.

If you have any issues relating to attendance with your child, please contact the school office so we can arrange appropriate support for you with one of our Pastoral Team or Mrs Bliss who will be able to support you and work with you to resolve any concerns.