

Worried about school attendance?

Missing school adds up!

Can we help? If you are worried or feel there is a problem with your child's attendance you can come and talk to Mrs Rashid (Family & Pupil Support Officer) or Mrs Ahmed (Lead Attendance Officer) on a **Friday** morning who will be able to 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 everyday, will add up to TWO WEEKS of school missed every year!

Oversleeping and missing your bus is not an excuse—YOU COULD BE FINED £60

Celebrating 100% Excellent Attendance

The class with the highest attendance wins the attendance cup each week..

At the end of the school year, each child with 100% attendance receives a small prize.



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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!**

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 with a message on the first day of absence.

BUT REMEMBER!

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

- Illnesses
- Emergency medical appointments. *Please try and book medical appointments after school. If however, this is not possible, we would expect your child in school for the rest of the day before or after the medical appointment.*

Government guidelines say that Attendance should be at least **95%**

Holidays & Routine Appointments
Changes in the law mean that Head Teachers may not grant any leave of absence during term time unless there are exceptional circumstances.

Do not take your children out of school for holidays or any medical appointment unless it is an emergency.

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

Good 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 25 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
- Visiting relatives abroad.

Head Teachers will no longer authorise holidays. Any holidays taken during term time will be marked as unauthorised and can lead to a court case.

Parents who take their children on holiday during term time will receive a penalty notice and a £60 fine per parent per child.

LONDON BOROUGH OF NEWHAM

Code of conduct for the 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.

Parents and carers will receive formal warning letters and a letter informing you if you have breached these regulations.

ATTENDANCE

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 payment 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
- ◆ Translating for parents.

When Absence falls below 90%:

If your child's attendance is below 90%, medical evidence must be provided to show urgency of the visit.

If attendance falls below 85%, you will be referred to the Attendance Management Service.

Attendance will be monitored and, should any further unauthorised absence occur, a meeting with the School Attendance Consultative Group will take place.