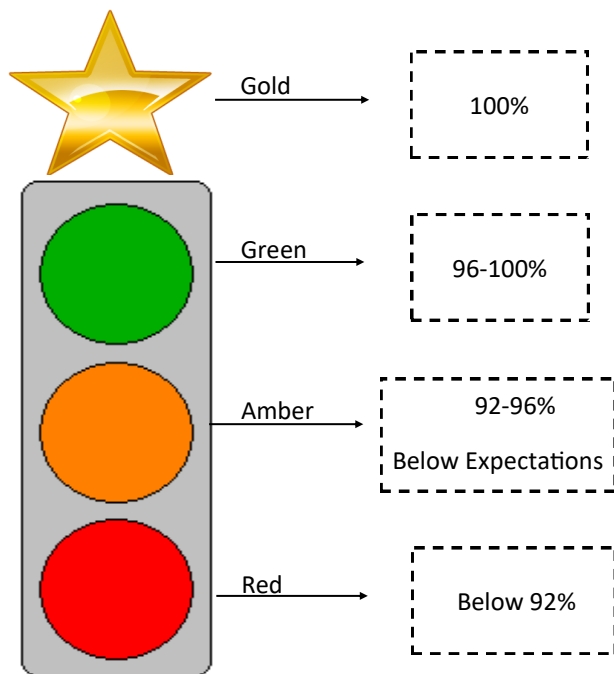


**Our target for school attendance is
96%**

- * A student who ends the school year on **90% attendance will have missed four complete weeks of school.**
- * **90% over 5 years at secondary school equates to half a school year and the achievement at GCSE will be one grade lower**



Wherever possible please make medical and dental appointments outside of school hours.



ATTENDANCE FACTS

Students whose attendance is 100% will be able to make the best of all the opportunities available to them.

Students who have very good attendance are more likely to gain 5 or more Level 4 or above GCSEs or equivalent qualifications.

If a student's attendance is below expectations for their entire school career, they will have missed over one year of education!

91.1% attendance=missing 17 days/85 lessons of school in one year.

Missing 17 days a year also means dropping 1 GCSE grade (on average).

Students with poor attendance are less likely to gain 5 A*-C 4 – 9 grade equivalent to a GCSE Pass grade

82.1% attendance = missing 34 days / 170 lessons of school in one year. Poor attendance will have a serious impact on education, work ethic and life chances.

Haileybury Turnford
AMBITION • PRIDE • SUCCESS

Ready, Respectful and Safe

**The greater your attendance,
the greater your
achievement.**

**ATTENDANCE INFORMATION
FOR YOU AND YOUR FAMILY**

Attendance is always included in your Progress Update.

Punctual and regular attendance is an essential requirement for successful learning. You need to be in school to achieve your best.

Holidays

In total there are 175 **non-school** days a year.

This gives families the opportunity to:

- * Spend time together
- * Go on family visits and days out
- * Go on holiday
- * Go shopping
- * Attend routine appointments

The Principal will NOT authorise holidays.

Taking a holiday during term time seriously affects your attendance and in turn your attainment. Booking holidays during term time may result in a fixed penalty notice and recorded as an Unauthorised Absence.

Rewards, awards and Incentives

- * Students achieving 100% attendance in a term will receive recognition during a whole school assembly, and a certificate.
- * Students achieving 96% and above attendance and meet our minimum expectations of being Ready, Respectful and Safe will be invited to attend end of term Rewards trips and experiences in each year group.
- * Any student achieving 100% attendance in a 2 week period automatically will be entered into our Attendance Lottery draw.

Practicalities

- * It is a parent/carer's responsibility to contact school to report any absence on 01992 308333 option 1 or you can email absence details to **attendance@haileyburyturnford.com**
- * Truancy—if a student is absent in the morning and the school has not received an explanation, we will telephone or text home.
- * Parents should send any medical letters or appointment details into school— this will be placed on the student's file.
- * Students should return to school as soon as she/he is able to do so.
- * If a student is unable to come to school for more than 2 days due to illness, we are able to send work home.
- * Students who are regularly late to school will be put on attendance report. Please inform the school if your child is running late on the day before 8.45 am .Persistent lateness can lead to a fixed penalty notice.
- * If you have ANY concerns about attendance, please do not hesitate to speak to your Form Tutor or Year Achievement Coordinator.

Be Safe

- * Truancy/unsupervised absences can put students at risk. Persistent absentees are statistically more likely to become teenage parents, unemployed or homeless or to engage in petty crime and drug abuse.
- * A persistent absentee is a student who misses on average one day of school each week

90% and below attendance = A PERSISTENT ABSENCE

The Law

- * The Education Act 1996 requires parents to ensure their children of compulsory school age receive efficient full-time education.
- * The law says that parent/carers whose children of compulsory school age are absent from school without a good reason are committing an offence.

The Local Education Authority can issue a fixed penalty notice for unauthorised absence

- * A fixed penalty notice of £60 or £120 can be given for a student who has 15 unauthorised sessions (am and pm count as separate absences) from school in a term.
- * **Fixed penalty notices can lead to prosecution and a fine of up to £1000.**
- * You need to be aware that, although parents may provide a reason for absence, it is the school who decides if the absence is recorded as authorised or unauthorised.

Please help us to help your child attend school regularly. If there are any problems, please let your child's Year Achievement Coordinator know of any issues we can support with.

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