

Term-Time Leave of Absence

Changes in the law mean that Head Teachers can no longer grant leave of absence in term-time unless there are exceptional circumstances for the absence. The following reasons are **NOT** considered as exceptional:

- Holidays taken in term time due to lower costs, parental work commitments or once in a life time experiences.
- Holidays abroad for the purpose of visiting a sick relative
- Holidays booked as a surprise by relatives

Parents of children who have regular unauthorised absences or who take their children on holiday during term time may receive a penalty notice and a fine of £60 per parent per child. If this is not paid within 28 days the fine rises to £120. If no payment is made you could face court action.

Code of conduct for issuing of Penalty Notices
Revised September 2018 in accordance with The
Education (Penalty Notices) (ENGLAND)
(Amendment) regulations 2013

Attendance Matters. . .

Children who attend school every day make better progress and achieve more than those who miss time at school.

The Education Act of 1996 states that it is the responsibility of the parent or guardian to ensure that all Pupils attend school daily during term times AND are punctual.

Failure to do this may end up in YOU being fined and taken to court.

Lateness adds up!
Being 15 minutes late
everyday will add up to
TWO WEEKS



of school missed every year!

If you have any questions or concerns regarding your child's attendance, please do not hesitate to contact the school and talk to Mrs. H. Yeoman our Attendance Officer who can provide support.

**Southfields Primary
School**

Stanground Estate

Peterborough

Phone: 01733 562873

welfare@southfields.peterborough.sch.uk

Southfields Primary School



School Attendance



Good school attendance supports children to feel confident and happy about school and learning

As a parent you can support your child to enjoy school life to the full by ensuring they attend school EVERY day and also arrive on time.

Missing days of School adds up. . .

As a parent it is **your** responsibility to let the school know if your child is going to be absent. Please contact the school on the first day of an absence on 01733 562873

Messages can be left 24hrs a day. Failure to contact the school causes additional work for the office and could result in another child not accessing the help they need urgently or the school visiting your home or the police being contacted.

Unacceptable reasons for absence:

- Shopping
- Birthday treats
- Visiting relatives
- Non-urgent medical and dental appointments

Remember:

The **only** acceptable reasons for non-attendance are:

- Illness
- Emergency appointments

Government Guidelines say that Attendance should be at least 95% and the Schools target is 96% 2019-20

Learning missed in a school year

Your child's attendance is above 98%	Amazing Attendance! Your child has the very best chance of success	Your child has the Best Chance of Success In line with National attendance and OFSTED Expectations	Well done and keep Going!
Your child's attendance is between 95%-98%	Brilliant Attendance! If your child doesn't have any more absences they could still reach the 'gold level'		
Your child's attendance is between 92-95%	Be Aware. Even a few days absence make it hard for your child to catch up. Every day really does count.	Your child has Poor Attendance and less chance of success	As a school we are very concerned and will closely monitor your child's attendance and will contact you via letters and meetings
Your child's attendance is between 89-92%	Attendance at this level will start to have a detrimental effect on your child's education	Below National attendance and OFSTED Expectations	
Your child's attendance is between 85-89%	The Government classes your child as Persistently Absent from school. Over the course of the year your child could miss as much as 5 weeks and 3 days of learning – that's nearly half a term!	Your child has Very Poor Attendance and Significant Learning has been missed	As a school we are seriously concerned and at 80% are required to refer attendance to the Education Welfare Service
Your child's attendance is below 85%	The Government classes your child as Persistently Absent from school. Attendance below 85% has a serious effect on your child's education and may effect their chances in later life.	Below National attendance and OFSTED Expectations. The Government classes your child as Persistently Absent from school.	

Time missed at school can lead to gaps in knowledge that become difficult to fill

Did you know?

If your child's attendance is 80%, this means your child is absent:

- 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!**

If a student has 10 days off school in a school year, they're actually spending more days at home than at school