Term Time Leave

Pupils who are taken out of school during term time may find it hard to catch up and this can have a detrimental effect on their learning.

The law states that parents **do not** have the right to take their children out of school for holidays during term time.

Unauthorised absences may lead to the issuing of a Fixed Penalty Notice against you for irregular school attendance.

In April 2017 the Supreme Court clarified the definition of regular attendance to be attendance "in accordance with the rules prescribed by the school", therefore if an absence is not authorised by the school, the pupil's attendance is deemed to be irregular.

The school may refer cases of unauthorised absence that meet the threshold, **currently 10 unauthorised sessions in 12 school week period,** for a Penalty Notice to the Local Authority for legal action, unless there are reasonable grounds for not doing so.

The outcome of a referral to the Education Safeguarding Service at the Local Authority may be a Penalty Notice or Prosecution. Penalty notice fees are: **£60/£120 per parent per child**

An application form for absence required for term time leave **MUST** be completed for all term time leave required. This applies from one day absence or longer.

Education Safeguarding Service

The Local Authority's Education Safeguarding Service works with the school to promote good attendance. Referrals can be made for a penalty notice or other legal sanctions.

What the Huish Academy Trust are doing to support Attendance

All members of staff in our schools understand how important attendance is and encourage a positive ethos regarding attendance for all pupils.

Attendance is monitored regularly with any unexplained absence being investigated by contact with home to ascertain the reason for absence.

If we are unable to ascertain the reason for absence within 5 school days, we will mark the absence as unauthorised.

When we have concerns about the attendance of a pupil, we will do our best to make the parent/s aware of the concerns about their child's attendance and give them the opportunity to address this. However, if parents do not make use of the support offered and improve their child's attendance parents may be asked to meet with the Head of School/Safeguarding Lead to discuss the matter.

It is the responsibility of parents or guardians to contact the school as early as possible on the first day of absence

ATTENDANCE AT SCHOOL IS A PRIORITY

Guidance for

Parents and Students

Why does attendance matter?

It is the aim of Huish Primary School that pupils should enjoy learning, experience success and realise their full potential. Our Attendance Policy and Procedures reflects this and recognises that regular attendance has a positive effect on the motivation and attainment of pupils.

Children who attend school regularly are more likely to

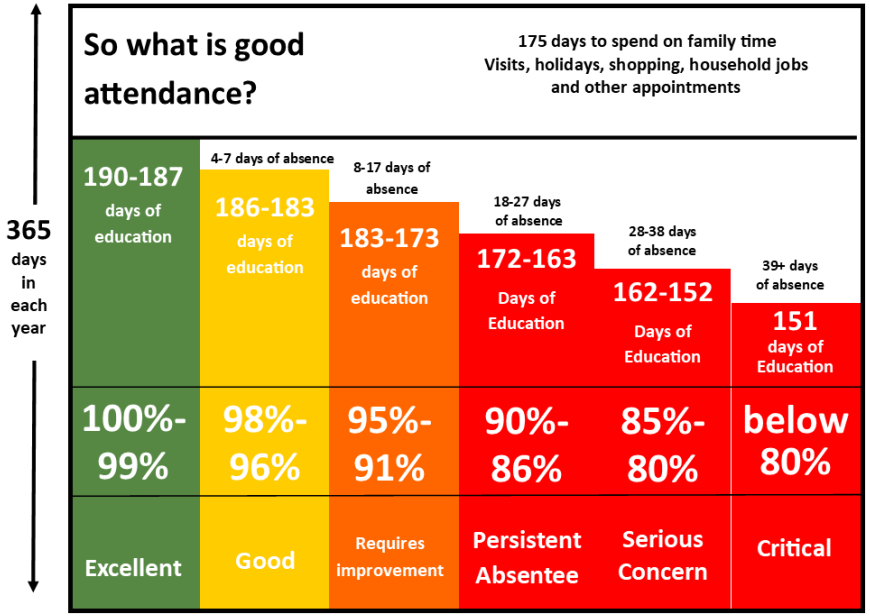
- feel settled in school
- maintain friendships
- keep up with their learning and
- gain the greatest benefit from their education.

Regular attendance and punctuality is essential in the workplace and children who are used to attending school on time, and on every occasion unless they are too unwell to attend, will be better prepared for the attendance expectations in the workplace.

So what is good attendance?

For example, 90% attendance might sound quite good but what this means in reality is :-

- half a day's school missed every week
- four whole weeks of school would be missed.



We measure attendance over a 12 school week period. Where absences of 10 or more sessions occur within this time period, this can invoke our procedures for poor attendance.

A session is classed as either a morning or afternoon.

Absence due to illness

We would not expect any parent to send their child to school if they were genuinely unwell.

If your child is feeling 'under the weather' it is usually best to bring them to school. We will contact you if a child becomes too unwell to remain in school.

When telephoning to inform the school of an illness, please be as specific as possible on the reason for your child's absence.

Where generic reasons, ie unwell or poorly are given, staff will telephone parents to ascertain a more detailed reason for absence.

On the third day of absence due to illness, the school will telephone parents to enquire how the child is recovering and ask when they may be well enough to return to school.

If we are unable to establish the reason for absence within 5 school days, we will mark the absence as unauthorised.

Please Note: If the school is not satisfied about the authenticity of the illness, the absence will be recorded as unauthorised.

Lateness

When pupils arrive late, they miss out on essential instructions given at the beginning of the lesson. This can significantly reduce achievement, regardless of academic ability. Your child may also feel awkward arriving to the classroom when everyone else is settled and this can also compromise everyone's education.

It is the responsibility of parents or guardians to contact the school as early as possible on the first day of absence