

## Attendance Rewards

We use a range of attendance rewards and initiatives to *encourage excellent attendance* for all of our students, to help them to achieve their full potential and succeed! After half term we will be introducing a few more!

### Daily

If classes have 100% attendance, Miss Daly visits the class with special biscuits.

### Weekly

A class with 100% attendance all week, Miss Daly visits the class with chocolate biscuits.

100% attendance sticker for all children in every day.

The class with the Highest Attendance is awarded the Attendance Trophy

The class with the Best Time Keeping will be awarded the Punctuality Trophy

### Half-Termly

Treat Friday - classes over 97% a week will get a treat on the last Friday of the term, these could range from tasty treats to fun activities!

### Termly

100% Attendance Raffle - those children who have achieved 100% attendance for the term will be entered into a raffle, 2 children will be picked at random to win a £25 voucher!

### Yearly

Excellent Attendance Certificate for all children achieving 97% and above.

Gold Attendance Badge for all children achieving 100%

100% Attendance Certificates and £5 voucher for all children achieving 100%

Special Attendance Certificate for children with the most improved attendance



St Charles' Catholic Primary School

**"Love, learn and grow together"**

Headteacher Mrs Rebecca Dean

18th February 2022



## School Attendance Matters

I would like to start by saying a big THANK YOU to the 20 children who have managed 100% attendance this half term. You are amazing!

As a school we aim for 97% attendance which would bring us in line with the National average. This is a very ambitious target this year with the impact Covid has had so far. With your help, we are hoping to get as close to this figure as possible in the summer term though! We have 82 children who have managed 96% attendance or better so far this academic year with 97 of our pupils exceeding the target.

### Why does school attendance matter?

Attendance is one of the most important areas of school life that the parents and carers of our pupils can make the biggest impact to their learning.

Good attendance and punctuality are vital for success at school, and to establish positive life habits that are necessary for future success.

Through regular attendance, pupils can:

- Build friendships and develop social groups.
- Develop life skills.
- Engage in essential learning and other school social events.
- Achieve to their full potential.

**Remember, you have;**  
**190 School days in each school year**

190 days spent in school improving your Education & Life chances



**Attend Today, Achieve Tomorrow**

**175 Non-School days in a year**  
175 days to spend on:-

**Family time, visits, holidays, shopping, celebrating birthdays and household jobs.**

## What can you do to help your child's attendance?

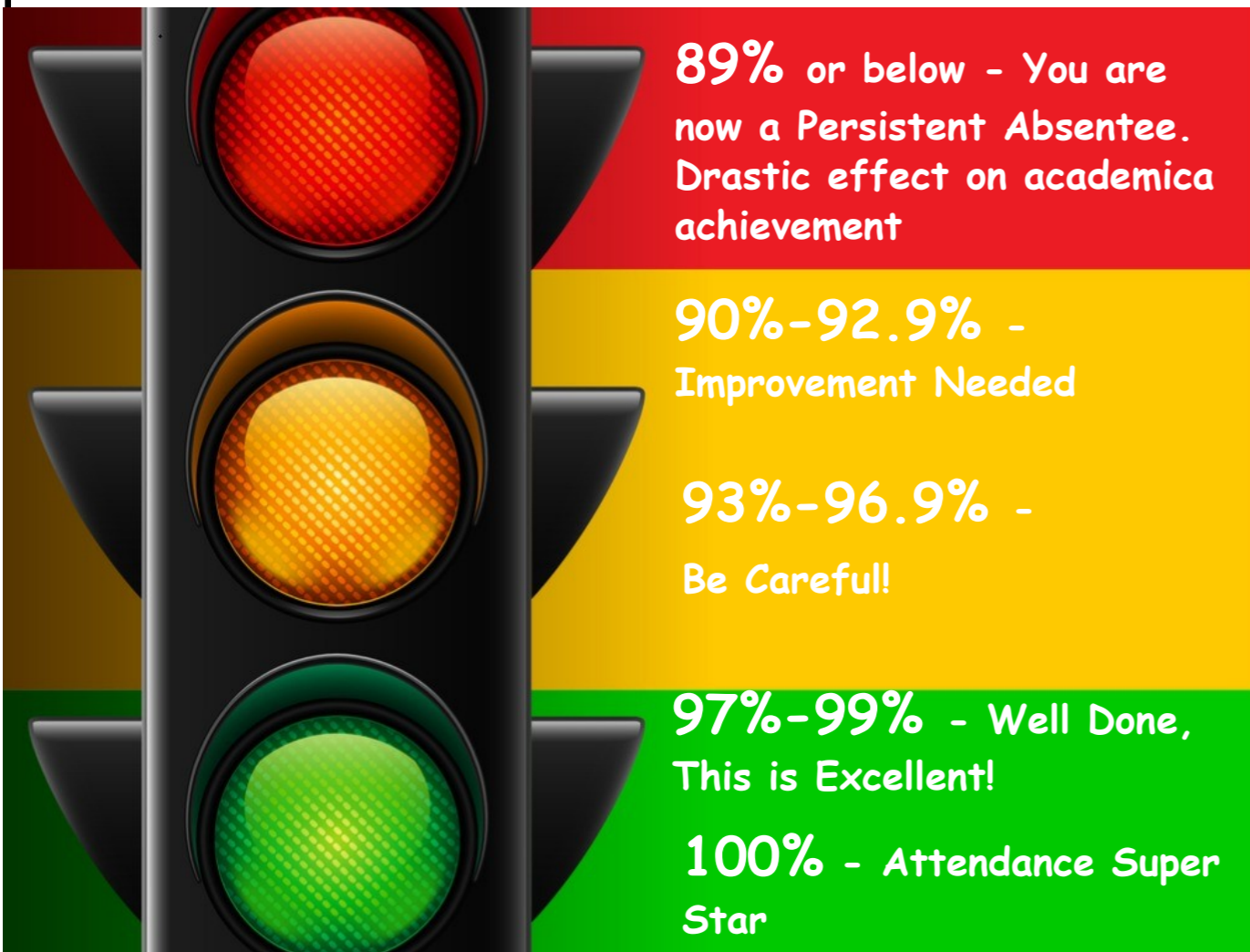
Only keep your child at home for genuine illness. If you're in doubt, bring your child to school; we can always call you if we feel your child needs to go home due to illness. And remember, we are happy to administer medication. We can administer medication (such as Antibiotics, Calpol, Piriton) throughout the day as long as we have your permission. Come to the school office to fill in a form.

Please make medical appointments outside of school time. When this can't be avoided, make sure that your child is returned to school as soon as possible after an appointment.

Talk regularly to your child about school and how they feel about it. They are more likely to attend school if they feel supported and their anxieties are listened to. If this raises any issues that need to be addressed in school, come and talk to us.

## Red, Amber & Green - How do you measure up?

After half term we will be colour-coding our weekly attendance so you can see how our attendance compares to national. We will also be sending out your child's individual attendance record so far this academic year.



Attendance during one school year	equals this number of days absent	which is approximately this many weeks absent	which means this number of lessons missed
95%	9 days	2 weeks	50 lessons
90%	19 days	4 weeks	100 lessons
85%	29 days	6 weeks	150 lessons
80%	38 days	8 weeks	200 lessons

## Persistent Absence

Persistent absence is defined by the Government as attendance below 90%. This equates to 19 days or more of absence a year or 100+ lessons missed. If a child's attendance drops below 90% this could lead to them becoming a safeguarding concern.

If your child has 10 or more sessions (5 days) of unauthorised absences, the school may request a Penalty Notice to be issued by the Local Authority. The Notice is a fine of £60 per parents, per child if paid within 28 days which increases to £120 if paid between days 28 and 42. If Notice remains unpaid the Local Authority will prosecute the parent for the non-attendance of the child at school.

We work with our Educational Welfare Office, Cath Breen, who checks the attendance each week. If you would like some support with ensuring good attendance please contact school.

## Reporting Absence

If your child is too ill to attend school, please contact the school office before 9.30am with full details of your child's illness/symptoms. If we do not hear from you, we will call you to find out why your child is not in school. If we are unable to make contact and you do not provide a reason for your child's absence, this absence will be recorded as unauthorised. If a pupil has two consecutive days of unauthorised absence with no reason given then this becomes a safeguarding concern. On the second day of absence we will attempt to conduct a home visit to establish a reason for absence and to see the child in question. We may also ask for medical evidence to show that your child is unwell.

## Attendance H.E.R.O

We want all our children to be Attendance Hero's, being on time for school also makes a difference. The school gates open each morning at 8.40am and close at 8.55am. Lessons start promptly once the children are in school, *it is very important that your child is in school, on time each day.*

5 minutes late a day = 3 days lost per year  
 10 minutes late a day = 6 days lost per year  
 15 minutes late a day = 10 days lost per year  
 30 minutes late a day = 19 days per year lost

