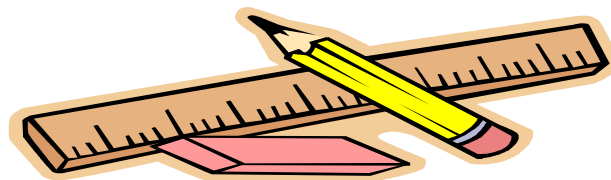




HAMP NURSERY & INFANTS' SCHOOL

"where every child matters"

Attendance Matters
Is your child missing out?



The Importance of Regular Attendance

Children need to attend school regularly to fully benefit from their education.

Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend not to achieve well in school.

Above 97% attendance	Excellent attendance! Children in this group will almost certainly achieve the best they can, and are in the habit of attending school regularly, which will help their future transition to Junior and Secondary schools.
95% attendance	Children in this group are likely to achieve the best they can, and are forming the habit of attending school regularly.
90% attendance	Children in this group are missing a month of school per year, and it will be difficult for them to achieve their best. The Government considers children with attendance of 90% and lower as being 'persistent absentees'.
85% attendance	Children in this group are missing almost six weeks of school per year and it will be almost impossible for them to keep up with work.

The Government expects schools to promote good attendance and reduce absence, and expects parents to ensure their children attend school regularly, and on time.

Arriving at School in the Morning:

Soft Start

The official school day begins at 8.30am - we have extended our opening hours to meet Government expectations. Each day begins with a 'soft start' which means that when the children come in at 8.30am, the first 10 minutes is a settling in period, preparing for the day ahead.

Late Arrival at School

Registration closes at 8.40am, after which time your child will be marked as being 'late'.

We monitor children who arrive late at school, and will offer support where appropriate. Late arrival at school is disruptive for both the child and the rest of their class.

Reporting Absences

Please remember it is your responsibility to contact us if your child is unable to attend school

When the absence is likely to be lengthy, please notify the school of this as soon as possible so that arrangements can be made for work at home to be provided if this is appropriate.

Please do your best to arrange medical appointments out of school hours

If you do have to collect your child during the day for an appointment, please ensure we are advised in advance, and that your child attends school before and/or after the appointment. Evidence of the appointment will always be required please.

Holidays During Term Time

Taking a child on holiday in term time interrupts the learning of the whole class as teachers have to spend time helping children catch up when they return. Schools are open for 190 days of the year which leaves 175 days for holidays.

The school is only permitted to authorise leave of absence during term time in exceptional circumstances. There are very few circumstances which are considered to be exceptional; for example, costs of holidays are not considered to be exceptional. Term time leave request forms are available from the school office.

Parents/carers need to apply for holiday absence before going on holiday and to explain the specific circumstances for consideration by the Headteacher. In line with the other schools on the Hamp campus, i.e. Hamp Academy and Robert Blake School, parents/carers taking their children out of school for an unauthorised holiday may be issued with a penalty warning or a fine.

When Attendance Becomes a Cause for Concern

We monitor attendance and our school attendance team meets regularly to discuss any child whose attendance is causing concern. We work with families and local partners to address the causes of absence and remove barriers to attendance.

Expect

Aspire to high standards of attendance from all pupils and parents and build a culture where all can, and want to, be in school and ready to learn by prioritising attendance improvement across the school.

Monitor

Use attendance data to identify patterns of poor attendance (at individual and cohort level) as soon as possible so all parties can work together to resolve them.

Listen and Understand

When a pattern is spotted, discuss with parents to understand barriers to attendance and agree how all partners can work together to resolve them.

Facilitate Support

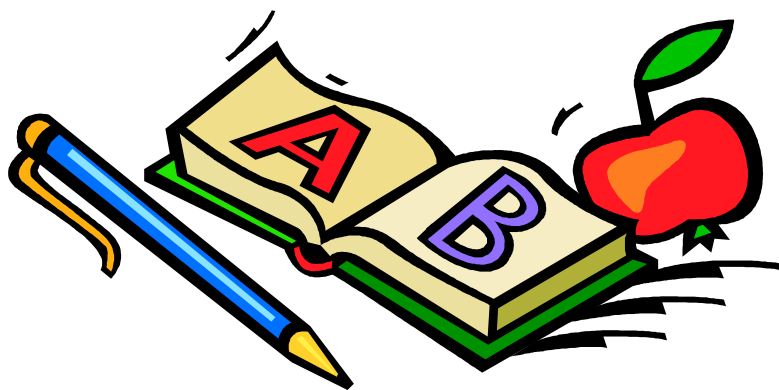
Remove barriers in school and help pupils and parents to access the support they need to overcome the barriers outside of school. This might include an early help or whole family plan where absence is a symptom of wider issues.

Formalise Support

Where absence persists and voluntary support is not working or not being engaged with, partners should work together to explain the consequences clearly and ensure support is also in place to enable families to respond. Depending on the circumstances this may include formalising support through an attendance contract or education supervision order.

Where all other avenues have been exhausted and support is not working or not being engaged with, statutory intervention will be considered: a penalty notice in line with the National Framework or prosecution to protect the pupil's right to an education.

If you are having difficulties with your child's attendance (including getting them to school on time), please speak to their class teacher or to our Home School Liaison Worker, Mrs Jo Newcombe. We will do our best to offer support - please do not hesitate to ask for help.





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