



ABSENCES

If your child is absent from school for any reason **it is important** that you telephone the school on 921 1195 on the first day of absence. This is so that we know why your child is not in and can authorise the absence.

Failure to do so may result in the absence being recorded as **Unauthorised**.

If your child is still off school after 3 days we would expect you to call us to update us on your child's illness on the 3rd day. You need to do this so that we can continue to authorise the absence. During this call we will advise you when you next need to get in touch if the absence seems likely to continue.

Any absence which is unexplained will be classed as an **UNAUTHORISED ABSENCE**.

10 unauthorised absences (that is 5 school days) may result in a fixed penalty fine from the local authority.

The government believes children with good attendance will be in school at least 96% of the time. School monitors the attendance of all children on a weekly basis and each term you will receive a colour coded letter advising you whether your child's attendance is "good" (green), is being closely monitored (amber) or is a cause for concern (red).

We work closely with the Education Welfare Service. Our current Education Welfare Officer (EWO) is Zoe Gee. If your child's attendance is in the red category it is likely that she will be involved.



HOLIDAYS IN TERM TIME

From September 2013 a change in the law means there is no entitlement to holidays in term time for children of statutory school age and no permission will be given. Children cannot be on holiday when school is open.

You may be aware of a recent case in the High Court. This was settled on appeal in favour of the Local Authority which means that any holiday may lead to a fixed penalty fine.