

## Rewards, Rewards, Rewards

We understand how important good attendance is for children's well being and progress. To encourage good attendance the class with the best attendance each week receives the attendance trophy to keep for that week. The class with the highest attendance each year will be able to attend a reward trip to the cinema.

We also reward individual good attendance. Each term children who have achieved 100% attendance will receive a certificate. If a child achieves 100% attendance for the full year they will be able to attend the reward trip to the cinema.



**Remember - Good attendance is the key to learning**

## Holidays

Holidays taken during term time are AGAINST THE LAW

- Taking children on holiday or out of school during term time is against the law.
- We understand that holidays during term time may cost less money, but they are still against the law.
- Term time holidays are an increasingly serious issue and the government is advising schools to take serious action where they need to in order to make sure they do not happen.
- The school is not allowed to authorise absence during term time, unless there are exceptional reasons (this does NOT include sickness of a family member). The head teacher will consider exceptional circumstances.
- A form requesting leave of absence must be submitted to the school office at least 28 days before start of leave.
- Taking unauthorised holidays could result in a penalty notice of £60 per parent per child being issued

# Attendance & Punctuality



## Brimington Junior School Important Information for Parents

*'Every day and every minute counts'*



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School and you as parents/carers need to work together to promote your child's healthy attitude towards attendance and punctuality. This attitude will stand your child in good stead for their future in education and beyond.

### Why is good attendance important?

In recent years much research has been carried out on the effect that poor attendance can have on children's progress at school and how well they achieve in life.

### For example, 90% attendance might sound quite good but what it really means is

- Your child is absent for the equivalent of one half day every week
- In one year, 4 whole weeks of lessons are missed
- If your child continues to attend for only 90% of the time, in 5 years he or she will miss **half the school year**.

### Children who do not attend regularly often have the following problems:

- They are not able to keep up with their work
- Children who arrive late miss important parts of the lesson and disrupt the learning of other children in class



### Punctuality



- Gates open at 8.40am
- School starts at 9.00am
- Children who arrive after 9.30am (unless due to medical appointment, etc) will be marked as an unauthorised absence, which can also be used when legal action is to be taken
- Arrival after registration - go to office to be signed in
- A text will be sent out when school become aware your child is absent. We request you give reason for the absence. If a response is not received a second text will be sent and again a response must be given as to why your child is absent from school.
- Persistent lateness will result in contact from an Education Welfare Officer

### Authorised absence

- You have informed school of reason for absence
- This is reasonable and in line with attendance policy
- School decides if absence is authorised



### Unauthorised absence

- Absence not explained/not in line with attendance policy

We expect your child to be in school every day unless

- They are too ill to attend

- They have a medical appointment (please try to book out of school hours where possible)

### Reasons for absence

The following are not good reasons for absence and will not be authorised

- Sibling absent
- Shopping
- Hairdressing appointment
- Birthdays
- First/last day of term off

### If your child is absent due to a medical appointment

- Notify school in advance, and provide school with the appointment card.
- If short notice, ring into school
- Only take time off for the appointment, not the full day
- If collecting your child/bringing in late sign in/out at the office (to safeguard your child)



### Illness

- Notify school by phone on first morning
- Keep school informed of progress/return date



**If an explanation is not received for a child's absence the office staff will request one by telephone or text. Should an explanation not be forthcoming the absence will be marked as unauthorised and may result in a referral to the Educational Welfare Officer.**