

## The Education Welfare Service can help!

If you are concerned about your child's school attendance it is always best to talk to the school first. If you feel unable to do this or would like further help contact the service on 0116 454 5510 and talk to us. We are open during usual office hours.

Each school within Leicester City has an Education Welfare Officer who is either based in school or visits regularly to check registers and discuss attendance and welfare related concerns.

The officer can provide advice and support on:-

- ◆ School Attendance Issues
- ◆ Bullying
- ◆ Exclusions
- ◆ Procedures relating to Child Protection
- ◆ Special Educational Needs
- ◆ Child Employment
- ◆ Parenting
- ◆ Some issues affecting adults

## Leicester City Education Welfare Service

**“Working in partnership with parents, young people and schools to maximise every child's educational opportunities”.**

If you need more information or help please contact:-

Education Welfare Service  
Collegiate House  
College Street  
LEICESTER  
LE2 0JX

Tel: (0116) 454 5510  
Fax: (0116) 454 0787  
Email: [education.welfare@leicester.gov.uk](mailto:education.welfare@leicester.gov.uk)

Children, Young People & Families

Guidance

# School Attendance

For every Child a chance . . .

Every School Day  
counts  
“Promoting School Attendance”

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## What is the Education Welfare Service

**Every school in Leicester City is supported by a trained Education Welfare Officer who**

- ◆ can offer advice and guidance to families and young people in respect of school attendance and other school related issues
- ◆ work in partnership with schools and parents to maximise pupils' educational opportunities
- ◆ work together with other agencies involved in the welfare of children
- ◆ advise on, monitor and enforce Child Employment regulations

## PERSISTENT ABSENCE

Whatever the reason, pupils who are absent for 10% or more school days are classed as persistent absentees. This is the equivalent of almost 4 weeks or more of absence in a school year. These children and young people are at significant risk of failing to achieve their potential and their attendance is very closely monitored.

## The Law says ...

- ◆ Parents/carers have a duty to ensure that children of compulsory school age receive an appropriate education
- ◆ A child reaches compulsory school age on the 1st January, 1st April or 1st September, whichever comes first, following their 5th birthday and is legally able to leave school on the last Friday in June of the school year during which the child becomes 16

## Remember

### If your child is not in school:

- ◆ they may be absent without your knowledge
- ◆ they may be at risk
- ◆ they are missing out on their education
- ◆ if your child misses two weeks of school every year, it will mean they miss more than half a year of their education by the time they leave school

- ◆ you may be issued with a Fixed Penalty Notice (the penalty is £60 per parent per child) or prosecuted by the Local Authority in the Magistrates' Court and fined up to £1,000. If it is proved you knew of your child's non-attendance and failed without reasonable justification to ensure regular attendance, a fine of up to £2,500 and/or a term of imprisonment may be imposed by the court.

- ◆ the court also has the power to direct a Parenting Order requiring your attendance at counselling/guidance sessions and specifying other appropriate action by you as directed by the Education Welfare Service.

## You can help your child by:

- ◆ working together with your child's school.
- ◆ letting the school know on the first day of any absence.
- ◆ not taking children on visits, shopping trips or **holidays or other trips during school time.**
- ◆ listening to your child and taking a positive interest in your child's work.
- ◆ ensuring your child is ready for the school day.
- ◆ checking your child's attendance with the school if it is a concern.

- ◆ making sure your child is not illegally employed or being exploited by an employer.

If there are issues affecting your child's attendance you may wish to ask your school or Education Welfare Officer how they can support you.

## Attending school regularly

Pupils with good attendance:

- ◆ achieve better
- ◆ feel happier
- ◆ gain confidence
- ◆ find it easier to make and keep friends
- ◆ have better prospects of employment and training