

**Sacred Heart  
Roman Catholic  
Primary School**



**Attendance  
Information for parents and carers**



## Attendance

We work extremely hard at Sacred Heart to ensure that all pupils value their education and rarely miss a day at school. We work alongside parents to ensure that where pupils have a high rate of absence we quickly work together to ensure the child's attendance rises quickly towards the national average. We use the help of external agents to assist us in improving attendance, such as the school nurse, family support workers and the Education Welfare Officer

---

### Group Session Summary

Period: 07/09/2015 AM to 18/12/2015 PM

Scope: Whole School

	Sessions	%
Attendances	10368	97.37
Authorised absences	236	2.22
Unauthorised absences	44	0.41
Possible Attendance	10648	
Including		
Approved Educational Activity	125	1.17
Lates before reg closed	0	0.00
Lates after reg closed	18	0.17
Unexplained absences	0	0.00

The school's evaluation of attendance is judged against Ofsted's **outstanding** requirements as detailed in Section 5 inspection handbook September 2015.

### **Pupils value their education and rarely miss a day.**

Attendance is currently 97.37% which put us in the top 20% of schools and the highest quintile on the school's dashboard data. This is something we are very proud of as a school.

### **No groups of pupils are disadvantaged by low attendance.**

As detailed in the report all groups of children have high attendance.



## Did you know?

- Going to school regularly is important to your child's future. Children who miss school frequently fall behind in their work and do less well in exams.
- There are only 39 teaching weeks in the school year.
- Attending school 90% of the time means missing half a day of school per week. Over one year this is 4 weeks of school and during their education, half a year of schooling would be lost!
- Missing 6 days a term every year is the same as missing one whole school year!

## Days off school add up to LOST LEARNING!

95.1% - 100% attendance	0 weeks missed of learning	Best chance of success
90.1% - 95% attendance	1 week, 4 days of learning missed	

85.1% - 90% attendance	3 weeks, 4 days of learning missed	Poor attendance
80.1% - 85% attendance	5 weeks, 3 days of learning missed	

75.1% - 80% attendance	7 weeks, 3 days of learning missed	Very poor attendance
75% and under attendance	9 weeks, 1 day of learning missed	

## Remember: EVERY SECOND COUNTS!

Imagine if every time you watched your favourite television programme, you missed the first 10 minutes....you would miss part of the story and not enjoy it as much. That is what missing the beginning of the school day feels like—it spoils the whole days learning.

## **Our Policy and Guidelines**

### **You**

- Have a legal responsibility to ensure that your child attends school regularly and on time.
- Must contact us if your child is absent and let us know why. If you do not then we will contact you.

### **We will**

- Follow up all instances of poor attendance and punctuality and keep you informed of your child's record.
- Write to you and ask for a reason if you do not tell us why your child is absent. If you do not provide a reason, the absence will be unauthorised.
- Write to you if your child's attendance is cause for concern and remind you of the importance of good attendance
- Contact you again if your child's attendance does not improve.
- Inform the Attendance Improvement Officer if your child's attendance falls below 85%.
- Not authorise holidays taken during term time.
- Apply to the Local Authority for a Penalty Notice to be issued to parents/carers who repeatedly fail to send their child to school on a regular basis.

### **What can you do to help prevent your child missing school?**

- Make sure they understand the importance of good attendance and punctuality.
- Asking them about their school work and encouraging them to get involved in activities.
- Discussing any problems they may have at school and informing us about anything serious.
- Only letting your child stay at home if they are too ill to come to school. If in doubt send them in—we can always send them home again if they get worse!
- Arranging appointments out of school hours.
- Not booking holidays during term time.

