



# Our Lady's Catholic High School

A National Teaching School

# Attendance

INFORMATION FOR PARENTS/GUARDIANS



# Attendance

High levels of attendance and punctuality are an important target for our pupils, as only through high attendance can pupils receive their entitlement and achieve their potential. Pupil wellbeing and achievement depend on regular attendance in school. Any absence leads to lost learning, missed opportunities, and may cause difficulties with social relationships.

Being 15 minutes late each day is the same as missing two weeks of school over the year. The start of the school day is an important time for children to develop their social skills with their peers, as well as preparing them for their learning. We expect our pupils to be on site at 8.55am every day.

It is the role of parents, guardians and the school to encourage 100% attendance for every child. We will therefore strive to monitor attendance and support pupils (and families) who are experiencing difficulties over attendance.



# Did You Know ?

- Pupils with no absence, are more than twice as likely to achieve 5 or more GCSEs 9 – 4 and 3 times as likely to get 5 or more GCSEs 9 – 4 including Maths and English
- 90% attendance is the equivalent to missing 100 hours of learning in an academic year
- Missing just 17 days in one year can mean dropping a full grade at GCSE
- 90% attendance means one half day absence each week; four weeks over a year and half a year absence over 5 years
- If you improve your attendance to between 91% and 93% your chances of getting five 9 – 4 grades at GCSE increases from 25% to 75%



## Attendance top tips

- Ensure your child has a good understanding of why attendance is important
- Try to establish a good routine early so that when your child does start school they are in good habits such as getting plenty of sleep
- If appointments are needed for health reasons, try to make them outside of school hours, or out of term time
- Offer support with homework and take an interest in their learning
- Encourage your child to get involved in the many extracurricular activities we offer at our school
- Attend parents' evenings to discuss your child's progress
- Take trips during school holidays rather than term time
- Don't allow your child to stay off school for a minor ailment
- If attendance is of concern, speak with your child and communicate your worries with school - we want to help

# Holidays

All research shows that excellent attendance at school is essential for a child to achieve their full potential. **At our school we will not authorise absences for holidays in term time.** School term time must be used for teaching and holidays taken in term time impact negatively on the chances of success for pupils. The Department for Education has identified 95% as being only 'satisfactory attendance'. A holiday of 2 weeks in term time means that 95% is the absolute maximum attendance that a child can have, by the end of the year. An average two week holiday in school time means your child has 50 lessons of missed work, and homework to catch up on as well as all current work when they return.

**Any pattern of absence with extended days, or days linked to the start or end of a school holiday period, will be questioned as a holiday unless medical evidence is provided in writing to support the absence.** If your child is absent on the days either side of a school holiday you will be asked to come into school to confirm that this was not due to a holiday being taken.

We will refer to LCC the names of any parent/carer whose child is removed from school for a holiday of 5 or more days and this is likely to result in legal action being taken against the parent/carer in the form of a Fixed Penalty Notice.

The Headteacher does have the discretion to approve compassionate leave of absence from school for funerals etc and any such request must be made, in writing, to the Headteacher. The details are outlined in our Attendance Policy which is on the Parents' section of our school website.

**HOLIDAYS IN SCHOOL TIME MAY BE LESS EXPENSIVE .....**  
**YOUR CHILD'S EDUCATION IS PRICELESS.**

