



WESTBOURNE
ACADEMY

Attendance

A Guide for Parents & Carers



If you are a parent of, or are responsible for, a child who is registered at Westbourne Academy, this leaflet explains how you can best meet your responsibilities for making sure they attend the academy regularly.

Why is school attendance so important?

- Children who attend school regularly are more likely to achieve good results and reach their full potential.
- Attendance at school supports children's emotional and social health and development.
- Good attendance will help you to give your child the best possible start in life.
- Good attendance helps develop learning habits that will last into later life.
- Good attendance increases opportunities for post 16 education and for positive references for future employers.
- Children who have attended their school regularly have a better chance of getting and keeping a good job.

Research published on the Suffolk Council Website, shows the positive impact that good school attendance has on the academic achievement of students.

94% Attendance = Very good chance of achieving 5 A*-C grades

93% Attendance = Good chance of achieving 5 A*-C grades

92% Attendance = Fair chance of achieving 5 A*-C grades

90% Attendance = Less than 50% chance of 5 GCSE passes

88% Attendance = Less than 35% chance of 5 GCSE passes

<88% Less than 30% chance of 5 GCSE passes



What research says about the potential effects of poor attendance

- Children who are frequently absent from school, without a good reason, are 12 times more likely to leave school without any qualifications.
- Young people who truant are three times more likely to break the law.
- Children who do not attend school are more likely to be victims of crime or abuse.



99.5% attendance = 1 day off in a school year

94.7% attendance = 10 days off in a school year

90% attendance = 20 days off in a school year

Regular poor attendance at 90% through school during years 7-11 is equal to half a year off school

90% attendance during all primary and secondary years

is equal to a whole year of absence from education



What Westbourne Academy is encouraging our parents/carers to do

- Send your children to school on time every day.
- Take holidays only during school holidays.
- Always phone if your child is too ill to go to school (telephone number 01473 466145).
- If your child wakes up feeling unwell give appropriate medication and see if they are well enough to return to school later on – avoid full days of absence.
- If you arrange medical or dental appointments, insist on either out-of-hours appointments or beginning/end of day, so your child can be in school for at least part of the day.
- Talk to academy staff if you or your child have problems/worries that relate to school.

What is authorised absence?

Your child's absence is only acceptable if:

- Leave has been authorised by the academy.
- Your child cannot attend due to illness, injury or other unavoidable causes such as family bereavement.
- Your family are observing a time of religious importance.

The academy is no longer permitted to authorise any leave of absence requests in term time, unless under 'exceptional circumstances'. The final decision on any request for a leave of absence lies with the Principal.

What are the possible implications for unauthorised absence?

- School based meeting to discuss the academy's concerns.
- Fixed penalty notice, with a fine of £60 per parent per child.
- Referral to the Education Welfare Officer (EWO).
- An education supervision order and in extreme cases the possibility of prosecution.

REGULAR SCHOOL ATTENDANCE IS VITAL IN ENSURING THAT CHILDREN MAXIMISE THE EDUCATIONAL OPPORTUNITIES AVAILABLE TO THEM. IT IS ALSO AN IMPORTANT ELEMENT IN SAFEGUARDING THEM FROM HARM.

Absence from School

In the event of your child's sudden absence from school, please let us know by calling our Attendance office direct on **01473 466 145**. Please call before 8.30am where possible stating your child's full name, form and reason for absence.

Contact details:

Main School Reception
Attendance Office (Absence Reporting)

Website

Email



Tel: **01473 742 315**

Tel: **01473 466145**

www.westbourne.atrust.org.uk

office@westbourne.atrust.org.uk

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