

Promoting attendance

Morning Registration: 08.55am - after this time children will be marked as late

Afternoon Registration:

For Reception is 12:30pm

For Year 1 and Year 2 is 12:45pm

For Years 3,4,5 + 6 is 1:00pm

Promoting Attendance:

- Our school attendance is very good and is always above the National Expectation of 95%.
- Class attendance is displayed on the board as you enter the school.
- Every half term, children will receive a Headteacher Dojo if they have 100% attendance. (Each half term is a new start)
- We will award certificates at the end of the year for 100% attendance. (Children are incredibly lucky to not have any illness all year)
- We will administer medicine with consent in order to prevent children missing school.
- If your child's attendance is causing concern or falls below 90% we are obliged by Durham LA as part of DfE guidance to notify you in writing at the end of every term.
- In order to keep you fully informed, we will provide a print out of your child's attendance during the March Parent Meetings and at the end of the year.



Attendance

Important information for families

At Kirk Merrington Primary School we recognise the vital importance of good attendance and punctuality and so great emphasis is placed upon this right from the start of your child's education.

Good attendance at school makes a big difference to learning and helps develop the wellbeing of the children.



Missing School

In Primary School, attendance is statutory . There is a clear link between good attendance and good social and academic development. Children are expected to have attendance above 97%.

Percentage	Days Absent	Comment	Achievement
Above 97%	Less than 6 days absence per year	Excellent attendance	Will almost certainly achieve full potential
95-96%	10 days absence per year	Missing 2 weeks of school	Likely to achieve but could still improve
90-94%	19 days absence per year	Missing one month of school	Will be harder for the children to achieve their best
85-89%	29 days absence per year	Missing 6 weeks	High risk of under achievement
80-84%	38 days absence per year	Missing almost 8 weeks	Almost impossible for the children to keep up
BELOW 80%	More than 38 days absence per year		Extreme impact on learning and development

Persistent Absence

A child is persistent absent if their attendance is **below 90%**. This is regardless of whether the absence is due to illness, authorised or unauthorised. When children miss school for a holiday they miss significant amounts of work and are often unsettled when they return.

Children persistently absent play catch-up with work, miss time and opportunity with friends, and miss out on clubs and extra-curricular activities.

What can parents do to help?

- Arrange medical appointments after school, or take children after registration where that is not possible.
- Holidays should not be taken in term time.
- Let us know if your child is unwell and unable to attend, as soon as possible by contacting the school office on 01388 816230

Please contact us on the **first day of absence**.

- If we do not have any contact with you by 9:30am we will ring you regarding the absence. We need to record a reason for any absences on the register.
- Please complete absence request forms. They are available at the office or on the website.

Holidays

- School is not allowed to authorise any holidays in term time unless the circumstances are considered to be exceptional.
- Please see our attendance policy on the website for more details.
- The policy states you should expect a fine if children miss 7 school days within a 12 week period. Please note the Local Authority fine both parents even if you are separated and both parents did not go on the holiday. The fine is currently £50 per person, per child.
- Staff do not need to provide work for children when they are on holiday.