

Being There!

Our WORKING TOGETHER AGREEMENT states

As a family you will...

- ◆ Ensure your child attends regularly, arrives and is collected on time.

If your Child is ill:

- Ring us as soon as possible on **01362 692727**, preferably before 9:15am
- Your child should return to school as soon as they are able
- Send us a note or speak to the office with the reason for absence on your child's return
- Your child may have to catch up on missed learning

If you have any concerns regarding attendance matters, then please do not hesitate to contact the school office.

We can only teach those who attend!

Telephone:
01362 692727

Email:
office@dereham.norfolk.sch.uk

Dereham Church Infant and Nursery School



Attendance Matters

Why?

- To learn
- To enjoy
- To be safe
- To prepare for the world of lifelong learning

Our school is committed to full attendance

The Issue

Every absence leads to a break in learning. Schools do not have empty days. Learning today depends upon discussion, listening, practising: missed work cannot always be caught up.

Missing 5 days of every term, every year is the same as missing 1 whole school year!

Punctuality

Please ensure your child arrives at school on time.

- School doors open at 8.45am
- School starts at 8.55am
- Any child arriving late (after 9.05am) is marked 'L' on the register.
- Anyone arriving late must complete the late book at the school office.
- Any child arriving after 9.15am will be marked a 'U' – registration closed. This is regarded as an unauthorised absence.

Lateness can be distressing for your child. It is vital that your child arrives at school on time.

Arriving 10 minutes late results in 10 minutes of missed contact, they can often miss important information about that day or sometimes targeted additional learning.

The Law

Pupils of school age **MUST** attend school.

The only exceptions are for:

- Illness
- Medical visits
- Educational visits/school activities (sports, visits to next school)
- Exceptional circumstances (e.g. family funeral)
- Religious observance

Parents must by law explain every absence to the school

Unauthorised means:

- All day dental appointments.
- Waiting for plumber/electrician/delivery.
- Shopping – even for school clothes.
- Birthdays.
- Extended family holidays.

The possible consequences:

- Parents risk going to court to explain a pupil's non-attendance and if convicted will have a criminal record
- Parents may face a considerable fine imposed by the courts
- The school has to include absence rates in each pupils report

(Information from Norfolk County Council)

Holidays During Term Time

There is increasing pressure from Ofsted to only agree holidays in exceptional circumstances and where the pupil's attendance is of a significantly high percentage.

Leave of Absence During Term Time

Example: Holidays and Events.

Leave of Absence forms must state the reason in detail – a supporting letter can be submitted.

You will receive a letter from the Headteacher with the outcome of either:

- **Family Holiday – Agreed** *for a maximum of 10 days
- **Family Holiday – Not Agreed**

If the leave of absence is not agreed then the absence will be recorded as 'unauthorised' on your child's records.

Please be aware that a two week holiday results in 50 missed hours and imposes a heavy burden upon a child who needs to catch up

Schools **are not** obliged to provide work for pupils taking leave of absence