

Attendance Matters

Please support us by ensuring your child attends school every day where possible.

Is my child too ill to attend school?

If your child has a cough, cold or any other illness and you are not sure whether they can attend school or not please scan the QR code or click the link to the NHS guidance to see whether they are too ill to attend school.

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>



Reporting Absences

When your child is absent, please call the school office between 8.15 – 9.15am to report the absence. If you need to call outside these times or the line is busy, please leave a voicemail stating your child's name, year group, the reason for the absence and where possible, when they will return to school. The school's office number is 01204 333444.

Medical Appointments

If a child is absent due to a medical appointment, you will be asked to provide proof of the appointment for your records by office staff. However, where possible, all medical appointments must be made outside of school hours so as not to disrupt your child's learning.

Equates to...



Why is attendance so important?

- ✓ Vital for children’s learning, wellbeing and wider development, it is also a strong protective factor for all children.
- ✓ Missing school has a negative impact on attainment, affecting progress, confidence and readiness to learn.
- ✓ Helps children stay connected to learning, peers and the wider life of the school.



ABSENCE = LOST OPPORTUNITY

WAKE UP!

Did You Know... ?

If Your Child's Attendance During the School Year...	Your Child Would Have Lost Approximately...	or They Would Have Missed Approximately...
was 95%	9 Days from School	50 Lessons
was 90%	19 Days from School	100 Lessons
was 85%	29 Days from School	150 Lessons
was 80%	38 Days from School	200 Lessons
was 75%	48 Days from School	250 Lessons

Getting Your Child to School Really Matters

Why is arriving on time so important?



Getting Your Child to School Really Matters

WAKE UP!

Did You Know... ?

In a School Year, If Your Child is Late Every Day By...	Your Child Would Have Lost Approximately...	or They Would Have Missed Approximately...
5 Minutes	3.5 Days from School	20 Lessons
10 Minutes	7 Days from School	41 Lessons
15 Minutes	10 Days from School	55 Lessons
20 Minutes	14.5 Days from School	82 Lessons
30 Minutes	22 Days from School	123 Lessons

Please Encourage Punctuality to Maintain Attendance

Penalty Notices/Fines

All holidays during school time are unauthorised and should be avoided wherever possible.

If a child has 5 or more consecutive days of absence, you may receive a penalty notice. If there is more than one penalty notice, an increased fine may be referred for prosecution.

What are the costs?

- ✓ £160 if you pay within 28 days of receipt of a Penalty Notice reducing to £80 if you pay within 21 days. (Per parent, per child).
- ✓ With any second penalty notice issued to the same parent for the same child within a rolling 3-year period, the amount will be charged at £160 with no option to pay the lower rate of £80.
- ✓ There is a national limit of 2 penalty notices that can be issued to a parent for the same child within a 3-year rolling period, so at the 3rd offence(s) parents may have prosecution.

Please refer to the Local Authority guidance for more information.

<https://www.bolton.gov.uk/downloads/file/163/penalty-notice>