

# How can I support My Child's Attendance

- If your child is unwell you can follow guidance from the NHS to make an informed decision as to whether they can attend school.
- Where possible ensure medical appointments are booked outside of school hours, unless there is an urgent medical need.
- Do not book holidays during term time. Holidays taken during term time can result in a penalty notice, as well as an escalation within the College attendance process.
- Plan ahead for travel by ensuring that extra time is allowed for traffic and public transport delays.
- Introduce healthy boundaries and routines at home to ensure that your child has adequate sleep and sufficient time to get ready and have a healthy breakfast prior to College.
- Talk to the school if there are barriers impacting your child's attendance.
- Where additional support is required, self refer to Early Help through the local authority.
- Ensure that the school is informed each day that your child is absent.

Devon —

[www.devonchildrenandfamiliespartnership.org.uk/early-help](http://www.devonchildrenandfamiliespartnership.org.uk/early-help)

Plymouth — [www.plymouthscb.co.uk/earlyhelp](http://www.plymouthscb.co.uk/earlyhelp)

# Who should I contact if my child cannot attend College?

Where there is a genuine reason for your child not being able to attend College please contact the College absence line on 01752 891777. Absences must be reported on a daily basis.

If there are any concerns or questions regarding attendance or you require any further advice you can contact:

- Your child's tutor
- The Pastoral Leader / College Director
- A member of the College's Attendance Team

## Education and the Law

All students are entitled to the right to access full time education.

Schools have a safeguarding duty under Section 175 Education Act 2002 to investigate any unexplained absences and to inform the local authority of any pupils who are regularly absent from school, have irregular attendance or have missed ten school days or more without the school's permission.

Parents also have a legal responsibility, by law, for which they are accountable. If a registered pupil of compulsory school age fails to attend school regularly, the parent could be guilty of an offence under Section 444 of the Education Act 1996.



# Attendance Matters



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COMMUNITY COLLEGE

## Why is Attendance Important?

Excellent attendance at College is linked to better academic progress and attainment by ensuring pupils access a broad, balanced and knowledge-rich curriculum.

It also ensures that pupils can benefit from the extra-curricular activities on offer at College that promote good social and emotional development.

Parents have a legal duty to ensure that their child has an appropriate education. For most children in the UK this means full-time attendance at school.

## How is Attendance Recorded?

Schools have a legal duty to take an attendance register twice a day.

This is recorded on an electronic system called SIMS. Attendance is recorded each school day for an 'AM' and 'PM' mark.

Each mark counts as a session, so there are two sessions in each school day.

Where a pupil is absent from school the reason for this absence must be established as soon as possible and recorded on the SIMS attendance record.

## What is the impact of missed education?

Research demonstrates that children with poor attendance may fall behind on their work, leading them to do less well in exams.

Future education establishments and employers may take school attendance in to consideration before offering opportunities of higher education and employment.

Research also demonstrates that children who regularly attend school are less likely to become involved in anti-social behavior and crime.

Poor attendance can lead to difficulties in social and emotional development.

The table below demonstrates missed opportunities within education due to poor attendance.

Attendance during one school year	Equivalent Days	Equivalent Sessions	Equivalent Weeks	Equivalent Lessons Missed
95%	9 Days	18 Sessions	2 Weeks	54 Lessons
90%	19 Days	38 Sessions	4 Weeks	114 Lessons
85%	29 Days	58 Sessions	6 Weeks	174 Lessons
80%	38 Days	72 Sessions	8 Weeks	228 Lessons
75%	48 Days	96 Sessions	10 Weeks	288 Lessons
70%	57 Days	114 Sessions	11.5 Weeks	342 Lessons
65%	67 Days	134 Sessions	13.5 Weeks	402 Lessons

## What are Colleges doing?

Schools work closely with Attendance Staff and Education Welfare Officers to identify attendance concerns, as well as recognising attendance achievements.

Where there are concerns around a child's attendance, school can ensure that support is offered to the child and family. This could be within the school or through Early Help.

The chart below demonstrates the attendance process that will be in place from September 2023.

