

Please keep us informed

**If your child is absent please
contact the school office on the
first day of absence
before 10:00am
Tel: 01670 788316**



**Attendance
Information
for
Parents & Carers**

Every Day Counts



Missing School

is missing out!

Good Attendance

habits begin early

**Longhorsley St Helen's
C of E
First School**

Drummonds Close, Longhorsley, Morpeth
Northumberland
NE65 8UT

Tel: 01670 775216

email: admin@longhorsley-st-helens.northumberland.sch.uk

**Longhorsley
St Helen's
C of E
First School**

**Having a good education
will help to give
your child the
best possible chance in life**

School Attendance and Punctuality

It is the view of many headteachers that it is detrimental for children to be taken out of school during term time and that this should only happen for exceptional reasons.

We believe this because, in our view, children who gain full attendance at school will:

- maximise their chance of achieving well;
- suffer less disruption and thus be more settled;
- develop better work habits;
- be more receptive to learning;
- maximise all educational opportunities open to them.

For those children who miss school for avoidable reasons, we find the following:

- they miss important learning;
- they can find it hard to "catch up";
- they can feel left out of social interaction with their peer groups;
- they find it difficult to settle back into school;
- they can develop a poor work ethic;
- on their return, they can find it hard to be prepared for learning.

Our schools praise and reward good attendance. In addition, a pupil or student who is frequently late is similarly disadvantaged, if not more so.

If a child is late for just one week per year ie five times, by the time they are 16 they will have missed the equivalent of one term.

If children are late for three weeks, 15 days, in any year, this equates to one whole year by the time they are 16!

In order for our pupils and students to be able to fulfil their potential, we would encourage everyone to join with us and the majority of parents, to ensure all children achieve maximum attendance.

From September 2013 amendments have been made to Government legislation. The Education (Pupil Registration) (England) (Amendment) Regulations 2013 make clear that headteachers may not grant any leave of absence during term time unless there are exceptional circumstances.

In order to access a families case for absence please write a letter to the headteacher outlining the reason for an absence request.

Please include in this request details of any siblings in other schools.

An absence may be granted by the headteacher if the circumstances are deemed to be exceptional.

No absence request will be granted in the period of and leading up to statutory assessments.

What the law says ...

From 1 September 2013 new regulations come into force for

The Education (Pupil Registration) Regulations 2013.

The current regulations state that headteachers can grant requests from parents to take their child on family holiday during term time in "special" circumstances. The Government has accepted Charlie Taylor's recommendation that changes are made to the pupil registration regulations **to strengthen the rules around term time holidays.**

Amendments to the regulations now remove references to 'family holiday' and extended leave as well as the statutory threshold of ten school days. The amendments make clear that schools ***'may not grant any leave of absence during term time unless***

**Please note:**

The regulations made by the Secretary of State for Education provide that you should not normally take your child on holiday in term time - it can be disruptive to your child's learning.

A holiday in term time is **NOT** a parental right and you could be issued with a penalty notice / fine if your child is absent from school without permission.

What are exceptional circumstances?

It is the decision of the headteacher as to what might constitute exceptional circumstances and each request for term time leave to be granted will be considered on an individual basis.

An exceptional circumstance may be ...

the holiday may be important for family relationships following a serious or terminal illness, bereavement or other traumatic event or situation;

evidence is provided by an employer that leave cannot be taken during school holidays without a significant consequence;

Forces personnel on leave from a foreign posting.

The headteacher will also look very carefully at the child's attendance record and should they have any concerns, if attendance is less than 96%, it is highly unlikely that the headteacher will agree to any further absence.