

# Padstow School

Grenville Road, Padstow, Cornwall PL28 8EX  
email: [secretary@padstowschool.org](mailto:secretary@padstowschool.org)  
Kate Whitford: Head of School

Tel: 01841 532510  
[www.padstowschool.org](http://www.padstowschool.org)

Member of Aspire Academy Trust

## Attendance Newsletter – DECEMBER 2019

Welcome to our Half-Termly Attendance Newsletter with summaries of each class attendance percentages and progress towards the year's target of 96.5%

Attendance figures for each class and the school overall from 5th September 2019 to 20<sup>th</sup> December 2019 are:

Puffin %	Lapwing %	Kittiwake %	Cormorant %	Razorbill %	Curlew %	Term average %
92.6%	95.5%	95.1%	95.7%	96.8%	94.7%	95.3%
Days lost to sickness across the school:				220 days (out of possible 10,700)		
Days lost to unauthorised holiday across the school:				158 days (out of possible 10,700)		

Children are required by law to attend school for 190 days per year. The Government states that every pupil's attendance should be at least 95%. Please note that being **late** can also **lower** your child's attendance.

Attendance during one school year	Equals days absent	Which is approximately weeks absent	Which means this number of lessons missed
95%	9	2 weeks	50 lessons
90%	19	4 weeks	100 lessons
85%	29	6 weeks	150 lessons
80%	38	8 weeks	200 lessons
75%	48	10 weeks	250 lessons
70%	57	11.5 weeks	290 lessons
65%	67	13.5 weeks	340 lessons

Please visit our website: <http://www.padstowschool.org/web/attendance/376085> for further information.

The most recent Guidance for schools and academies was published in July 2019. There are very specific expectations for both schools and parents:

The Government expects:

**Schools and local authorities** to:

- Promote good attendance and reduce absence, including persistent absence;
- Ensure every pupil has access to full-time education to which they are entitled; and,
- Act early to address patterns of absence.

# Padstow School

Grenville Road, Padstow, Cornwall PL28 8EX  
email: [secretary@padstowschool.org](mailto:secretary@padstowschool.org)  
Kate Whitford: Head of School

Tel: 01841 532510  
[www.padstowschool.org](http://www.padstowschool.org)

Member of Aspire Academy Trust

The Government expects:

**Parents and carers to:**

- Perform their legal duty by ensuring their children of compulsory school age who are registered at school attend regularly;
- Ensure all pupils to be punctual to their lessons.

[www.gov.uk/government/publications](http://www.gov.uk/government/publications)

[www.education.gov.uk/contactus](http://www.education.gov.uk/contactus)

**The Request for Exceptional Leave of Absence form should be submitted to school 14 days in advance for consideration.**

Please note:

Any monies paid for Penalty Notices goes straight to the Local Authority to cover the costs of court cases.

**What if I want to go on holiday?**

Holidays during term time are not authorised in line with Government guidelines. If extended leave is required eg a close family bereavement or other exceptional circumstances you will need to complete a form, available from the school office, for the Head of School to consider whether the absence will be authorised or not. Holiday during term time will **not** be authorised.

**What can I do to help improve my child's attendance?**

- Avoid routine appointments during school times unless it is urgent.
- You can help by bringing your child in school after or before the appointment as long as you inform the office.
- Make an appointment to speak to either the Head of School or the Pastoral Lead.

**What are the school times?**

Punctuality is also just as important as attendance. Here at Padstow, registers are taken at 8:50am so that lessons can start promptly at 9:00am. It is important that children arrive in school on time as it supports them to learn good timekeeping and reduces classroom disruption for the other children and themselves. Arriving after 9:00am, a child misses the start of a lesson. Arriving after 10:00am, means a child will have missed their Read Write Inc lesson in KS1 and a complete Maths or English lesson in KS2. Children also feel embarrassed at having to enter the classroom late.

If you are unsure of whether or not you are able to take your child out of school for any reason, please make an appointment to speak to the Head of School.