



Attendance matters

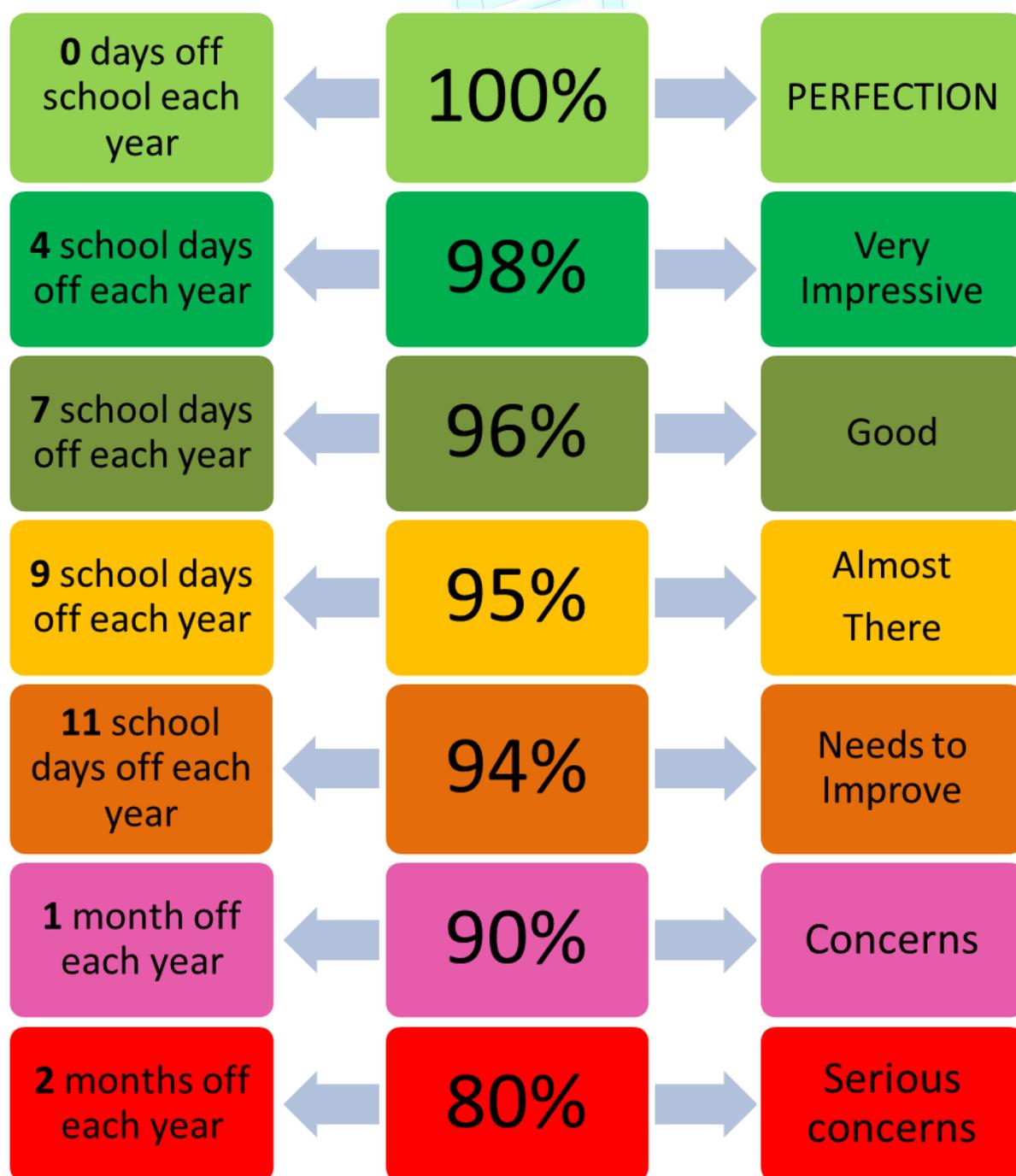
At

West Boldon

Your run down of our attendance guidelines

At West Boldon Primary we want every child to reach their full potential and attendance at school is extremely important.

Here are the facts in our handy Attendance Ladder:



80% attendance means by the time your child leaves school they will have **lost 2 years** of education!

As you can see, regular non-attendance can have serious implications on your child's school life. When your child attends school all day, every day:



They make friends!

They have a brighter future

They learn better!

They are happier!

Gets them ready for life!

What you need to do:

- Ring the school office on the first day of absence before 9.30am. Failure to do this will result in an **unauthorised** mark.
- Bring proof of medical appointments before the day of absence.
- Make sure children are in school all day, every day.
- Make sure your child has the best opportunity to reach their full potential.

Our Attendance Policy includes monitoring **lateness**. Being late adds up to a loss of learning over the year.



Here are the facts:

5 minutes late each day = 3 days/15 lessons lost

10 minutes late each day = 6 days/30 lessons lost

15 minutes late each day = 10 days/50 lessons lost

20 minutes late each day = 13 days/65 lessons lost

30 minutes late each day = 19 days/95 lessons lost

Learning begins at the school gate!

Missing even 5 minutes of these sessions can have a sustained and damaging effect on your child's learning.

The information you **NEED** to know:

If your child is late you **MUST** accompany them into the building. You will need to record the time of your child's arrival and a reason for lateness.

Arriving after registration will be considered late and this will be put on your child's attendance record.

Persistent lateness will be monitored in the same way as attendance and parents will be required to meet with the school attendance officer. **Your child may lose their entitlement to attendance certificates and rewards.**

Please note: Holiday absence will only be granted at the discretion of the head teacher and only in the case of exceptional circumstances.

You will continue to receive the termly traffic light letters to show your child's attendance, but these will now include information about lateness.

Are you having problems getting your child to school for any of these reasons?

- Won't get out of bed in the morning/go to bed at night
- Can't find uniform, books, school bag etc.
- Slow to eat their breakfast
- Haven't done their homework
- Watching TV
- Worried about a test or presentation

If so, routines can be very helpful:

- Have a set time to get out of bed in the morning/go to bed at night
- Have uniform and school bag ready the night before
- Set times for starting and ending breakfast
- Set time for daily homework activities
- Don't make TV part of your morning routine
- Speak positively about school

What does the law say?

By law all children of compulsory school age (5-16) must get a suitable, full time education and you as a parent are responsible for making sure this happens. Once your child is registered at school you are responsible for making sure he or she attends regularly. If you fail to do this the Local Authority may take legal action against you. 10 unauthorised absences will lead to a fine being issued and you may be taken to court.

Your child deserves the best and at West Boldon, we hope to help them achieve this. We can only help your child if they are at school and ready to learn. By working as a team, parents and teachers can help your child reach for the stars.



Help them get to school and we will help them reach their full potential.