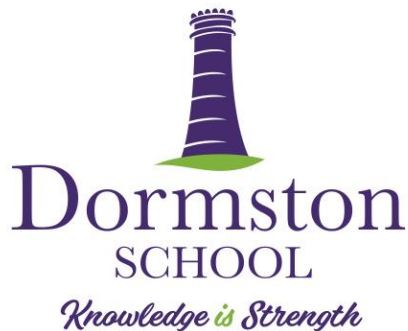


Our Ref: CSN/KON

July 2024

**ALL YEAR 7 – 10 PARENTS/CARERS**

Dear Parents/Carers,



**Attendance Update**

We wanted to make you aware of the update to statutory guidance for attendance which comes into place from 19<sup>th</sup> August 2024 before the new 2024/25 academic year. We feel by sharing this information before the summer holidays you will be fully prepared for the new school year and to ensure your child is able to make the most of every school day. It will also allow you to communicate with our school's Attendance Champion, Mr N Amos, or your child's Year Leader if you have any current concerns or feel you may need support early in the next school year.

The Government believes, as do we, that parents/carers and school working together is the best way to overcome any barriers to your child attending regularly. However, it is important to note that statutory fines for parents have been put in place if a school feels a pupil is consistently absent from school without valid reason.

**Please see information from the Department for Education;**

*Every moment in school counts and days missed add up quickly. Evidence shows that pupils who have good attendance enjoy better wellbeing and school performance than those who don't.*

*There are only a few circumstances where a child is allowed to miss school such as illness or where the school has given permission because of an exceptional circumstance.*

*However, if your child misses school without a good reason, local councils and schools can intervene and you may be issued a fine. It's important to acknowledge that children with long-term medical or more serious mental health conditions, and some children may face additional barriers.*

*In the majority of cases, schools and local authorities will try and provide support to help you improve your child's attendance first, but if this isn't effective or the absence is for unauthorised term time holiday, parents may face paying a fine.*

*Currently, it's the responsibility of the local authority to decide when to issue fines to parents, meaning the process varies from council to council. However, under the new national framework, **all schools will be required to consider a fine when a child has missed 10 or more sessions (5 days) for unauthorised reasons.***

***"From August 2024, the fine for school absences across the country will be £80 if paid within 21 days, or £160 if paid within 28 days. In the case of repeated fines, if a parent receives a second fine for the same child within any three-year period, this will be charged at the higher rate of £160. Fines per parent will be capped to two fines within any three-year period. Once this limit has been reached, other action like a parenting order or prosecution will be considered. Fines are a last resort, and parents will be offered support to help improve their child's attendance first. The vast majority of fines for unauthorised absence are issued for term time holidays."***

*Your child must attend every day that the school is open, unless:*



- *Your child is too ill to attend that day. Please find supporting guidance here: <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school>*
- *You have asked in advance and been given permission by the school for your child to be absent on that day due to exceptional circumstances.*
- *Your child cannot attend school on that day because it is a day you are taking part in religious observance.*
- *You are a gypsy/traveller family with no fixed abode, and you are required to travel for work that day meaning your child cannot attend their usual school.*

*If your child is absent and you haven't received advance permission from the headteacher to take your child out of school, the school and local council may take action. Before that, your child's school and your local council are expected to support you to improve the child's attendance before any measures are put in place. For most pupils, the best place to be during term-time is in school, surrounded by the support of their friends and teachers.*

### **Punctuality**

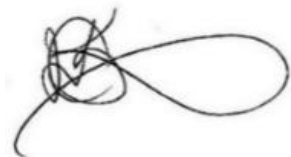
With regards to punctuality, we also want to make you aware of the change in guidelines. Our AM register must close at 9.30am. This means that any child that arrives after this time will be marked as unauthorised, unless we receive notification from a parent/carer. 10 unauthorised absence may result in a fixed penalty fine.

### **Our new Am registration process:**

- **8.40am - School day starts:** all students are expected to be in their tutor groups at this time for registration.
- **8.40am till 9.00am - Late mark and BEH event issued:** 2 BEH events in a day = 30 min detention
- **9.00am till 9.30am - Late mark, BEH event and immediate 30-minute detention**
- **9.30am onwards - Unauthorised absence mark:** Time of arrival marked on register

Please see the attached poster for further information regarding the changes that come into effect in August. Please understand that these are changes are government led. If you feel there are any barriers to your child attending school each and every day please do not hesitate to discuss this with your child's Year Leader in the first instance. Thank you for working in partnership with us on this matter. Attendance Matters – Every Day Counts.

Yours sincerely



**Mrs C Sutton**  
**Headteacher**