

## How we will manage attendance within school

For our children to gain the greatest benefit from their education it is vital that they attend school regularly. Every child should be at school, on time, every day the school is open unless they have an unavoidable reason to be absent. Any absence affects the pattern of a child's schooling and regular absence will seriously affect their learning.

Our attendance target this year is 96%, but all pupils should strive to achieve 100% attendance if they can.

Attendance is monitored regularly in school, the Headteacher, Business Manager and Family Support Worker meet on a monthly basis to discuss pupil absences on an individual basis and agree what support can be offered to help the pupil remain in school.

We also work with families to identify any barriers to attendance and support this with the introduction of a parent contract.



We hope that this leaflet has been useful in explaining our schools approach to improving school attendance.

A complete version of the School Attendance Policy is available on our website.

If you have any queries about the contents of this leaflet, or if you are concerned about your child's attendance please contact school.

We want to see all the pupils of our school achieve their full potential, and regular attendance is vital in achieving this.

Thank you for your support in this area.



## BUCKSHAW PRIMARY SCHOOL & NURSERY

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## BUCKSHAW PRIMARY SCHOOL & NURSERY



## IMPROVING SCHOOL ATTENDANCE

Headteacher: Mrs S Price

# Improving School Attendance



At Buckshaw Primary School, we expect children to attend school every day, as long as they are fit and healthy enough to do so.

We feel that the most important way to promote good attendance is to ensure that both pupils and parents have a positive relationship with school.

Research shows that pupils who attend school regularly are more likely to do well in the future. Regular attendance helps children to develop their confidence and to make and keep lasting friendships.

School will contact parents if they are in any doubt as to the whereabouts of a child.



## What is 'good' attendance?

Anything less than 100% attendance means that your child is missing out on their education.

For example, 90% attendance is the same as missing half a day each week, or one whole month a year off school.

Punctuality is also very important.



Children in KS1 start school at 9.00am promptly and finish at 3.15pm.

Children in KS2 start at 8.55am and finish at 3.20pm.

Did you know, that being just 15 minutes late each morning means your child would miss the equivalent of 10 days from school each year.

## If your child is absent

If you know your child is going to be absent from school, you should:

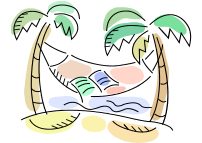
- Where possible, **ring school** at the earliest opportunity to let them know or **complete the absence notification** form on the School App explaining the reason for the absence.
- If your child has a doctors/dental/opticians appointment, please provide a copy of the appointment card or letter in advance of the appointment.

## Leave in term time

Leave in term time is not a 'right'. Absence from school can have a serious impact on your child's education.

All requests for leave in term time **must be made in advance of confirming any arrangements.**

Changes to the Regulations mean that schools can **only** authorise leave in term time if the circumstances surrounding the request are considered to be **exceptional.**



## The next step:

If the attendance of a pupil is low, the parents will be contacted and asked to meet with school staff to see how this can be improved. Support will be offered to both parents and pupils as required. The use of a 'Parent/School Agreement' may also be considered.

If concerns remain, school may discuss your child's case with other agencies as a means to access support.

The use of Penalty Notices may also be considered under certain circumstances, including where leave is taken without agreement.