



Attendance Newsletter

Autumn Term 2 2024

School Start/Finish Times

8.45am – 3.15pm

Doors open 5 minutes prior to start time

ATTENDANCE MATTERS

Aim for 100% attendance for a better future

Every School Day Counts

Dear Parents and Carers,

Belgrave St Peter's CofE School is continuing to focus on attendance and punctuality.

We are pleased to share with you our current attendance data below.

You will also be able to see and keep track of your child's attendance on Arbor.



Year Group	% Attendance Autumn Term 2
EYFS	92%
Year 1	96%
Year 2	95%
Year 3	96%

Year Group	% Attendance Autumn Term 2
Year 4	97%
Year 5	95%
Year 6	98%
Total	95%



Reporting an Absence

It is the parent/carers responsibility to notify school if their child is absent. A reason **MUST** be provided. Please ensure you contact the school to advise of your child's absence by 9.30am on the day of absence. This can be done either via telephone on 0116 2665790 or email: admin@belgrave.risemat.co.uk

Getting Your Child to School Really Matters



Did You Know... ?

In a School Year, If Your Child is Late Every Day By...	Your Child Would Have Lost Approximately...	or They Would Have Missed Approximately...
5 Minutes	3.5 Days from School	20 Lessons
10 Minutes	7 Days from School	41 Lessons
15 Minutes	10 Days from School	55 Lessons
20 Minutes	14.5 Days from School	82 Lessons
30 Minutes	22 Days from School	123 Lessons

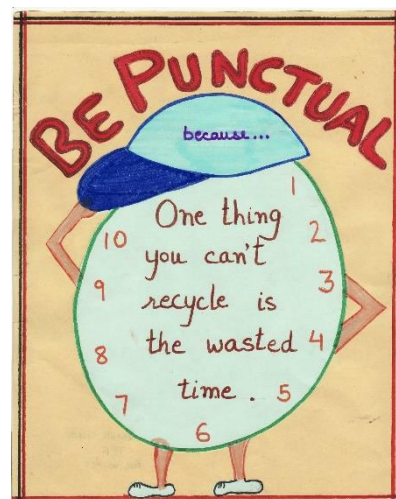
Please Encourage Punctuality to Maintain Attendance

Unauthorised Learning Leave in Term Time (Holidays)

Children are **not** entitled to holidays during term time. Family holidays should be taken during school holiday periods.

To request learning leave during term time due to exceptional circumstances, ask the school office for a Learning Leave of Absence Form (with as much notice as possible).

Fines may be issued where unauthorised learning leave has been taken during termtime.



Persistent Absences

Any child with attendance below 90%, regardless of the reason of the absence, is considered to be a persistent absentee. This equates to just 2 days each month. Statistics show that persistent absentees are less likely to achieve their full potential.

Medical Appointments

Ensure that, where possible, hospital, doctor and dental appointments are made outside of school hours. Where this is not possible, the amount of school time missed must be kept to a minimum and medical evidence may be required.

Do I need to keep my child off school?

Whooping Cough 48 Hours after commencing antibiotics	Chicken Pox Until all spots have crusted over	Conjunctivitis No need to stay off but school or nursery should be informed	Diarrhoea & Vomiting 48 hours from last episode	Glandular Fever No need to stay off but school or nursery should be informed	Hand, foot & mouth No need to stay off but school or nursery should be informed
Measles or German Measles 4 days from onset of rash	Mumps 5 days from onset of swelling	Scabies Until after first treatment	Scarlet Fever 24 hours after commencing antibiotics	Slapped Cheek No need to stay off but school or nursery should be informed	
Impetigo Until lesions are crusted & healed or 48 Hours after commencing antibiotics	Flu Until recovered	Head Lice No need to stay off but school or nursery should be informed	Threadworms No need to stay off but school or nursery should be informed	Tonsillitis No need to stay off but school or nursery should be informed	

HSC Public Health Agency



What to do if you move house/out of the area

If you move house and decide to change your child's school, you will firstly need to apply to the Local Authority school admissions for a place at a school close to your new address (school staff can Help with this). You will also be required to complete a 'Leavers Form' please ask for the form at the school office.



YOUR LEGAL RESPONSIBILITY

If your child does not attend school regularly (over 90%) the Local Authority can take action against you. This can be through a Fixed Penalty Notice (fine) or a summons to appear at court.

What is a fixed Penalty Notice?

The Anti-Social Behaviour act 2003 introduced legislation for Local Authorities to issue Fixed Penalty Notice to parents/carers of pupils who have unauthorised absences from school.

A Penalty Notice can be issued for two reasons:

- If a holiday is taken during term time without the permission of the headteacher
- If a pupil has unauthorised absence from school and their parent/carer fails to cooperate with school staff and/or other professionals to improve the situation

What are the fines?

From August 19th 2024

£160 per parent/carer (reduced to £80 if paid within a timely manner). If the £160 is not paid within the time frame given a summons can be issued to appear in court. The Local Authority can decide whether to issue a summons to court instead of a Penalty Notice.

Further information can be found at the bottom of the newsletter.

ATTENDANCE

WHY IS IT IMPORTANT?

ABSENCE FROM SCHOOL

Children are required by law to attend school 190 days per year. The Government states that every pupil's attendance should be at least 95%.

How do YOU measure up?

Attendance	Days	Weeks	Lessons
	Absent	Absent	Missed
95%	9 Days	2 Weeks	50 Lessons
90%	19 Days	4 Weeks	100 Lessons
85%	29 Days	6 Weeks	150 Lessons
80%	38 Days	8 Weeks	200 Lessons
75%	48 Days	10 Weeks	250 Lessons
70%	57 Days	11.5 Weeks	290 Lessons
65%	67 Days	13.5 Weeks	340 Lessons

89% & Below
Drastic effect on
academic achievement

95% - 90%
Cause for
concern

100% - 96%
Excellent



Check your child's attendance on Arbor

Compulsory school reminder to Parents and Carers of the Reception Children

Parents and carers have a duty to ensure that children of compulsory school age receive a suitable education either by regular attendance at school or otherwise.

A child reaches compulsory school age the term following their fifth birthday.

Children born in.....

September, October, November & December - become compulsory January 1st 2025

January, February & March – become compulsory April 1st 2025

April, May June, July & August – become compulsory September 1st 2025

For all your Attendance enquiries

Please call the school office who will be happy to help or connect you to the Rise Multi Academy Attendance Lead.

Penalty Notice Fines for School Absence are changing

With the introduction of the new National Framework for penalty notices, the following changes will come into force for Penalty Notice fines issued for unauthorised absence that occurs after 19th August 2024.

Per Parent, Per Child

Penalty Notice fines will be issued to each parent, for each child who was absent.

For example: 3 siblings absent for term time learning leave will result in **each** parent receiving 3 **separate** fines

First Offence

The first time a Penalty Notice is issued for Term Time Learning Leave or irregular attendance the amount will be:

£160 per parent, per child when paid within 28 days

Reduced to £80 per parent, per child if paid within 21 days.

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed for Term Time Learning Leave or irregular attendance a Penalty Notice will not be issued. The case will proceed to the Magistrates' court.

Magistrates' fines can be up to £2,500 per parent, per child.

Cases found guilty in a Magistrates' Court can show on the parents future DBS certificate and may impact on job applications and travel abroad.

5 Consecutive Days of Term Time Learning Leave

Penalty Notice fines will be issued for term time learning leave of 5 or more consecutive days and for fewer days where this has happened before.

10 Sessions of Unauthorised Absence in a 10-week period

Penalty Notice fines will be considered when there have been 10 sessions of **absence in a 10-week period**

Sessions equal to AM & PM

Second Offence (within 3 years)

The second time a Penalty Notice is issued for Term Time Learning Leave or irregular attendance the amount will be:

£160 per parent, per child when paid within 28 days.

There is NO option to pay at £80 level

Court Prosecutions

Penalty Notices will not automatically be issued. Parents are advised that where the Local Authority considers that a Penalty Notice is not appropriate due to the level of concern about a child's absence, prosecution action may be taken.

BY LAW, ALL PENALTY NOTICE PAYMENTS GO TO THE LOCAL AUTHORITY AND NOT TO SCHOOLS

Further guidance is available on the Gov.uk website.

[Fines for parents for taking children out of school: What you need to know – The Education Hub \(blog.gov.uk\)](https://www.blog.gov.uk/2024/08/19/fines-for-parents-for-taking-children-out-of-school-what-you-need-to-know/)