

Date: 21 October 2022

Dear Parents/Carers,

96% - Ensuring High Attendance to School

As a school we want to continue to provide our students with the very best educational experience, our examination results achieved over the last four years for our year 11 students have been excellent and something we are proud of. We have a very good understanding of what it takes for students to achieve academically and one of the biggest factors on good results is high attendance.

Through our own analysis we can clearly see that those with high attendance achieve good results regardless of starting points or other factors.

With this in mind I want to reiterate the importance of high attendance in school and what we know to be ‘good’ attendance with the aim of supporting your child to do their very best in school. I also want to outline what we are doing to encourage and ensure high attendance with the goal that we can all work together.

Why does high attendance matter?

Our aim is that all students are in school every day but also understand there are sometimes circumstances that mean this can’t happen. As a minimum we expect every child to be in school for at least 96% of the time. We have noticed when attendance falls below this academic success is impacted negatively and this is why high attendance matters. You can see below the impact of missing school just one day of school a week or being late to school, in summary the minutes and hours add up over time and ultimately affect student achievement.

<p>96% TARGET</p> <p>There are 190 school days a year, leaving 75 other days for trips, treat, holidays and non-urgent appointments</p> 	<p>1 DAY</p> <p>a week absence equals two and a half whole years of education missed over your school career</p> 	<p>15 MINUTES</p> <p>of lateness a day equals one whole year of your education missed</p> 
<p>HALF A DAY</p> <p>a week, missed in Year 10 & 11 could mean a loss of one grade for every GCSE taken</p> 	<p>10 DAYS</p> <p>of holiday leave each year, equals two whole terms of education missed over your school career</p> 	

- Ten days absence means 95% attendance
- 19 days absence means 90% attendance
- 29 days absence means 85% attendance
- 38 days absence means 80% attendance
- 47 days absence means 75% attendance

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What are we doing to support high attendance?

We do our best to encourage high attendance and support our students with overcoming barriers they may face. We care passionately about students attending school and sometimes we have to gain support from the local authority to help us with this – both of which are outlined below.

Encouraging High Attendance

Whole School Approach
<ul style="list-style-type: none"> • Attendance is shared each week with students. • Form tutor return to school meetings to identify any barriers. • Automatic text messages sent out if your child is either late or not in school. • Weekly, termly and yearly attendance form time competitions/rewards. • Attendance meetings with pastoral leaders and senior leaders. • Regular liaison with Education Welfare Officer to support attendance.

Local Authority Support

The local authority will support the Academy to ensure high attendance and when we have exhausted our own strategies there is a process that can unfortunately lead to fines. We want to avoid this however it is sometimes necessary. The process is as follows:

1. The Academy will send a warning letter
2. A follow up warning letter is sent and a parental meeting organised.
3. A final warning letter issued and a parental meeting organised.
4. The Local Authority at this point will be involved and families will be contacted either by the Educational Welfare Officer for Fast Track, or to issue a Fixed Penalty Fine Notice.

Please note:

- “You can be fined up to £2,500 or imprisoned if your child has a poor attendance record.
- You could be given a Parenting order, which means you will have to attend a parenting class.
- You may be issued with a Penalty Notice of £120.00 (£60 if paid within 21 days)”.
(Salford City Council, 2022)

What can you do to support your child?

- Call/e-mail us if you need support with removing barriers to attendance to school.
- Use the school application ([My Child At School](#)) to check and monitor your child’s attendance.
- Arrange any appointments such as hospital, dentist etc after 2.30 pm.
- Talk to your child about the importance of attendance and the impact it will have on their learning.
- Ensure your child gets a good night’s sleep and they are well fed – this really helps with punctuality.
- Inform us in advance of any known absence.
- Arrange holidays, trips etc outside of term time.
- Work with and support the academy to keep attendance high for your child.

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Ensuring high attendance is a combined effort and we want to work with families and children to help them attend school a regular basis. We aim to remove barriers and give help, but we know this is a joint effort. Please use the advice given in this letter and discuss your child's attendance with them as these conversations help to make a difference.

In anticipation of your support,

Yours sincerely,

Ms L Barry.

Assistant Principal