

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 Magistrates' Court.

What is a Fixed Penalty Notice?

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

A Fixed Penalty Notice can be issued for two reasons:

- If a holiday is taken during term time.
- If a pupil has unauthorised absence from school and their parent/carer fails to co-operate with school staff and/or other professionals to improve the situation.

The Local Authority can decide whether to issue a summons to Magistrates' Court instead of a Fixed Penalty Notice.

Please Remember

Contact the school by **9am every day if your child is absent from school.**

Holidays are not to be taken during term-time.

Children with minor illnesses should still be in school.

Non-urgent medical/dental appointments should be made outside of school hours. If this is not possible children should attend school both before and after their appointment.

Where possible, all appointments need to be accompanied by an appointment letter/card.

If your child recovers during the day they can still come to school.

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Bloxham C of E Primary School



Attendance Matters

Because Every Day Counts

At Bloxham C of E Primary we are continually working with families to achieve a high level of attendance across the school aiming to always work towards 100%. We will regularly discuss your child's attendance with you.

Too Unwell to Attend School?

Children **can** attend school with minor illnesses such as:

- Toothache
- Headache
- Stomach ache
- Cold
- Sore throat

Over-the-counter medicines can be given before school. School will contact you if they become too unwell to remain in school. Children should be off school for 48 hours if they have diarrhoea or have been vomiting.

Attendance Policy

You can find our whole school attendance policy as agreed by the governors on the school website.

<http://bloxhamprimary.co.uk>

Reporting Absence

It is a parent/carer's responsibility to notify the school **each and every day** that their child is absent. This must be completed **by 9am**, with a reason provided.

Absence During Term Time

Children **must not** be absent from school for:

- Day trips
- Holidays
- Shopping
- Birthdays
- Babysitting
- Parent/carer or sibling illness

Unauthorised Leave in Term-Time

Children are NOT entitled to holidays in term-time. Family holidays should be taken during school holiday periods.

Fines of £60 per parent/carer per child, increasing to £120 payable within 28 days, may be issued where unauthorised leave has been taken during term-time.

Persistent Absence

Any child with attendance below 90%, regardless of the reason for the absence, is considered to be a persistent absentee. This equates to two days each month.

IS YOUR CHILD A PERSISTENT ABSENTEE?

Punctuality

It is important that your child attends school every day and is in class by 8:50am. Arriving late to school is unsettling for children and means that they miss the vital start to the day's learning.

Concerns

If you have any concerns regarding your child's attendance please speak to their class teacher, nurture support staff or members of the school leadership team.