

## Every Day Counts...

King's Leadership Academy is committed to providing all children with the best start in life and works hard to ensure that all children attend school regularly. Good attendance is the key to success.



## The King's Standard

The Academy has a very strong stance on attendance and regular attendance at King's is expected. It is vital that your child aims for 100% attendance. Rewards for exceptional attendance above 97% include:

- Annual trip to Alton Towers;
- Participation in reward activities;
- Ticket into the attendance lottery for prizes;
- Lower tax rate on your child's King's reward statement.

Students below 97% attendance, are placed on the Academy's improved attendance strategy to improve their attendance. If your child does not achieve 97% attendance, this will result in:

- Attending Summer School to catch up on missed work;
- Missing reward trips and activities.



KING'S LEADERSHIP  
ACADEMY WARRINGTON

# SCHOOL ATTENDANCE

## Information for Parents and Carers

**GREAT**Schools  
For All Children

## Why does attendance matter?

Attending school on a regular basis is the key to your child doing well and will set them up with good routines for working life and the working world, as well as giving your child the opportunity to:

- Achieve potential and fulfil aspirations;
- Increase confidence and self-esteem;
- Prepare them for the world of work;
- Make friends and feel included;
- Improve character.

**King's attendance target is 97% for all pupils.**

### 90% attendance

Peter is a child who attends school for 90% of the time. His parents think this is quite good. This means Peter is absent from school for the equivalent of one half day a week.

Mon	Tue	Wed	Thurs	Fri

Over a whole school year, Peter would miss four weeks (20 days) of lessons. Bearing in mind that children only attend school for 190 days per year, 4 weeks of absence would mean Peter spent more time away from school over the year, than in school.

If Peter's attendance for his whole time at school was 90%, he would have missed 209 days of school, that's a whole school year!

Days in a year:	Days spent in school:	Days spent out of school:
365	170	194

## When your child is absent

By law, schools must record absences and the reasons given.

Parents should provide a written reason for every absence and the Academy must decide whether or not they justify authorisation according to Government Guidelines.

Whenever a child is absent from school, the parent should:

- Contact the Academy as soon as possible on each day of absence. If no notification is received, the Academy will contact the parents to ascertain the reason. The absence will remain unauthorised until a justifiable reason is given.
- Where possible, let the Academy know in advance of any planned absences, for example, medical appointments.
- Medical appointments do impact your child's attendance, where possible, they should be made outside of school hours. Occasionally, students will need to leave during the day for an urgent visit to the doctor or dentist. They must bring in a note from you in advance of the appointment. Please speak to your child's Academic Tutor in advance to minimise any impact on their attendance.



## Term Time Holidays

Family holidays should take place during the school holiday dates. These are published in advance of the next academic year. Please be mindful that absence due to holiday is not, and never has been, a parent's entitlement.

This is breaking the law and the Academy cannot legally grant permission for this. Further information can be found on page 39 of the Parent Handbook 2015/2016.

## Punctuality

Your child is expected to be in the Academy by no later than 8:25am each morning. After this time, your child is late and will have to enter the Academy through the main reception where s/he will have to sign the late register. If a student is late, for whatever reason, they must make this time up. If they are repeatedly late, further action may be taken.

## Absence and the Law

As a parent you are committing an offense if you fail to make sure that your child attends school regularly, even if they are missing school without your knowledge.

The details of parents with children who have unauthorised absence, including those who take unauthorised holidays, will be passed to the Attendance Officer, who could consider issuing a Penalty Notice or starting legal action.