

Heaton Avenue Primary School – Attendance

At Heaton Avenue we recognise that attendance is the responsibility of pupils, parents and school staff. We work in partnership to ensure excellent attendance so that pupils can reach their full potential. It is expected that all children on roll will attend every day, when the school is in session, as long as they are fit and healthy enough to do so. We do all we can to encourage children to attend and to put in place appropriate procedures and plans to ensure this. We believe that the most important factor in promoting excellent attendance is the development of positive attitudes towards school. To this end, we strive to make our school a happy and rewarding experience for all children.

We appreciate that children will be absent for genuine reasons such as illness and we are required to record all reasons given for the absence on the school's database. Please inform school on a daily basis (each morning) if your child is not well enough to come to school. When discussing reasons for absences, genuine illness/medical appointments are taken into account and this is documented in detail in our 'Managing Pupils with Medical Conditions' Policy.

Celebrating attendance

We celebrate positive attendance throughout school in a variety of ways, some of which include:

- Ace Attendance Bear - awarded to the class with the best attendance for the week.
- House Points – Awarded to the House with the best attendance for the week.
- Attendance Tree – Students names are added to the tree in recognition of their positive attendance at school on a regular basis.
- Individual Awards – Certificates are awarded on a termly basis to children who achieve 97% or above and have met the school attendance target. Please note that children who are absent due to medical conditions are also recognised in these awards.

Why is regular school attendance so important?

There is a direct correlation between your child's attendance and their academic, social and emotional development. Student who attend school on a regular basis;

- Have more friends and avoid being socially isolated.
- feel more secure at school.
- Are Less likely to have gaps in learning created by absence.
- Are able to read and write properly.
- Are more likely to be successful and have high self-esteem.
- Are more likely to develop resilience and are able to 'stick at things' when difficulties occur.
- Are more likely to complete class projects / homework.



Holidays in term time

You must have permission from the Head Teacher if you intend to take your child out of school during term time. You can only do this if you make an application to the Head Teacher in advance and there are exceptional circumstances as to why the holiday cannot be taken during normal school holiday periods. It is the Head Teachers decision to agree how many days your child can be authorised absent from school if the leave is granted.

Please be aware that unauthorised absences during term time can result in parents/carers being issued with a fine.

The impact of punctuality:

Ensuring your child is punctual and on time for school each day is essential to their success and progress.

8.40 am

Your Child has arrived at school in time to settle and have the best possible start to the day.

8.46 am

Your Child has arrived late to school. Arriving late is likely to unsettle your child.

8.50 am

5 minutes late a day will mean that your child has lost 3 days of their Education for this academic year.

8.55 am

10 minutes late a day will mean that your child has lost 6 days of their Education for this academic year.

9.00 am

15 minutes late a day will mean that your child has lost 9 days of their Education for this academic year.

If your child is late and arrives after the register closes, they will be marked as an unauthorised absence for their morning session. This equates to half a day's absence and will impact significantly on their overall attendance.

Please visit the policies section of our website to view our current attendance policy.

If you are concerned about your child's attendance and wish to speak to a member of staff then please contact the school office.

Key contacts for reporting your child's absence:

Office email: officeheaton@sharemat.co.uk

Office Telephone number: 01274 028613



School Attendance Facts

Heaton Avenue Primary School aspires to have excellent attendance for all students

The Government regard 95% as the minimum satisfactory attendance.

Keeping children away from school without a valid reason is a criminal offence.

The only legally accepted reasons for not being in school are illness, holiday approved by school or a day of religious observance.

Most children should routinely have attendance rates of 97% or more. This is the equivalent of 6 days absence a year. BUT 100% is achieved by many pupils every year in primary Schools.

If you take a two week holiday in term time your child's attendance will automatically be reduced to less than 95%.

90% attendance is like having a day off every two weeks.

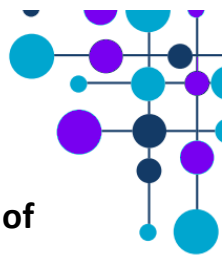
It is the *school and not parents* who decide whether or not to authorise absences. The parent's note is necessary because the reasons given need to be considered by the school.

Some parents have been given a prison sentence for continually failing to send their child/children to school.

Prolonged absence from school can lead to loneliness. It can make it harder for your child to get along with other children and make friends.

80% attendance is the same as having a day off every week.

If your child does not go to school regularly and you fail to work with the school and the Education Welfare Service then you may be fined up to £2500 or be given a Parenting Order.



We all want the best start in life for our children. Education is a crucial part of all children's development. Below are some suggestions on how to ensure your child is supported to have regular attendance and good punctuality at school:

- Help them to pack their school bag and prepare their clothes the night before. This will save time in the morning and help them feel well prepared.
- Get them to bed at a reasonable time each evening. Children of Primary School age require at least 10-12 hours sleep per night. Helping your child with their routine and sleep will benefit them in a number of ways, most importantly their health.
- Set an alarm clock and give yourself enough time to get yourself and your child(ren) ready.
- Ensure your child has breakfast before school, this will ensure they are fully prepared and ready to learn.
- Set off early from home to ensure you arrive on time. Punctuality is very important for all children. Traffic and other factors can delay any journey, allow for these issues by setting off in good time.
- Speak to your child regularly, if there is an issue at school then you can inform a member of staff and we will ensure this is resolved swiftly.
- Show interest in your child and their Education. Talk to them about their day, what they have learnt and encourage them to complete their homework.

Breakfast Club -

Our club runs all year round, Monday to Friday, from 7.30am onwards. It ensures children have a great start to the day. We offer a variety of activities which help to settle children into the school day and energise them ready for their learning. Most importantly, we provide a healthy breakfast, which all children need to ensure they get off to the best possible start.

Please contact the School office if you would like to book a place for your child.