

What you can do to help...

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Find out what date each term starts and make sure your child is ready.

Get as much prepared the evening before to save time in the morning. Check the alarm is set.

Build regular routines for bedtime and the morning. Primary children need about 10 hours of sleep each night.

Talk about the importance of regular attendance and how your child feels about school.

Don't permit missing school unless your child is truly sick. Use a thermometer to check for fever.

Where possible all medical appointments should be booked outside of school hours. The amount of disruption to learning time should be kept to a minimum if this is not possible.

Try to arrange a back up plan for getting to school if there are unforeseen circumstances. Ask a family member, neighbour or another parent for help.

Seek support from school staff or community groups to help with transport, advice and information.

Every Minute Counts

08:30

Your child has arrived in time to settle and is ready for learning.

08:45

Your child has probably arrived later than others and has just made the register.

08:46

Your child is late and has missed the beginning of the school day, this can unsettle children.

08:50

5 minutes late a day means 18 hours learning time lost per year.

09:00

15 minutes late a day means 9 lost days of learning a year.

Did you know?

10 MINS LATE
EVERY DAY = 33 HOURS LOST LEARNING EACH YEAR

Regardless of the reason, if your child is absent from school it will impact on their learning.

Parents/carers are legally responsible for ensuring their child attends school on time everyday.



Attendance Matters

every school day counts



In partnership with
Central Worthing Locality Schools

Why is attendance important?

- ✓ There is a link between good school attendance and high level attainment.
- ✓ Promotes children's welfare and safeguarding.
- ✓ Enables pupils to access the widest possible range of opportunities.
- ✓ Encourages good friendships with peers.

Know the facts

96% attendance regarded as minimum satisfaction

by UK Government

Medical Appointments

Where possible all medical appointments should be made outside of school times. Where this is not possible, disruption to learning should be kept to a minimum. Schools may not authorise the time off if medical evidence is not provided.

190 Statutory school days
175 Non-school days

Unauthorised Leave in Term Time (Holidays)

Children are not entitled to holidays during the school term. Family breaks/holidays should be taken during the holiday periods.

Requests for leave due to exceptional circumstances preventing the period of leave being taken during the school holidays must be made by completing an online Absence Request Form, wherever possible two weeks in advance.

From 19th August 2024, you are liable to a Fixed Penalty Notice of £160 per parent/child, reduced to £80 if paid within 21 days, if unauthorised leave has been taken during term time.

Too ill to attend school?

Your child can attend school with minor ailments such as toothache, headache, stomach ache, cold, sore throat. Over the counter medicines can be given before school.

The school will contact you if your child becomes too ill to remain in school. If your child has diarrhoea or vomiting, they should not return to school until 48 hours after the last episode or symptom.

If you are unsure how long your child should be absent with an illness visit website below for advice <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

Persistent Absence



Is your child a persistent absentee?

If your child's attendance falls below 90% they are considered to be a persistent absentee. This equates to just 2 days a month, or 20 days of a school year.

Statistics prove that persistent absentees are less likely to achieve their full potential, and can affect GCSE results and future employability.

Additional information:

www.gov.uk | Department of Education

www.homefield-primary.co.uk / Attendance and Absence