



ATTENDANCE NEWSLETTER

JANUARY 2024

INTRODUCTION

Welcome to our second attendance newsletter of the year. **We send an attendance newsletter once a term** to keep you up-to-date with how we monitor attendance here at EHPS but also to inform you of the legislation that surrounds children attending school.

As you are aware we send out half-termly emails which inform families of their child's attendance percentage and whether they would be in a green, amber or red band. Please be aware that every time we send out these emails, the percentage is calculated from the start of the academic year (September) and not termly. Following parental feedback, we have now amended our "amber" letter. From listening to our families we recognise the original letter may not have been as supportive as we would have liked or intended. Our approach is to always be supportive whilst acknowledging the importance of children attending school. Please note we fully understand that children get poorly and will need time off school. We look at every case on an individual basis.

Please also be aware that lateness is also part of our attendance.

Mainstream gates open at 8.30am
Specialist Unit gates open at 8.40am

Mainstream Registration is at 8.45am
Specialist unit Registration is at 8.55am

Since we started our new approach last year we have seen a significant and positive impact on our attendance figures - meaning more children are in school, more of the time. So, thank you everyone. We know we can teach children better when they are sitting in front of us.

We will be introducing "Welcome Back" sessions with children who are absent for 5 days or more. This will be an informal meet & greet with a member of our pastoral team (probably with a drink and biscuit) to help settle them back in.

Finally, I am very aware that families can experience real barriers to getting their child to school on time, or at all, and that is why, we will also strive to work closely with you when ever we can. Therefore, if you ever need any support or help with your child's attendance, or would simply like to know more, please do not hesitate to contact either: Mrs York, who is our attendance lead in mainstream alongside Mrs Karen Keay or Mrs Lucy Boswell, if your query is relating to a child in our Specialist Unit.

I hope you found our attendance newsletter informative and don't forget our attendance emails come out at the start of each half term.

Ms Pennington

Year Group	Attendance from 5th Sept to 20th December 2023	Year Group	Attendance from 5th Sept to 20th December 2023
Reception	96.96%	1	94.16%
2	94.68%	3	96.16%
4	95.61%	5	96.29%
6	96.01%	Whole School	95.71%

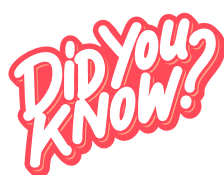
Can I ask for help in getting my child to attend school?

There is help available at school to support you with your child's attendance. Please either speak to your child's class teacher or telephone school and ask to speak to one of the Pastoral Team. We can arrange to meet in school to discuss what the issues might be and share ideas about how we can work together to improve attendance.



How to report your child's absence

Call: 01604 677971 Email: absence@easthunsburyprimary.org

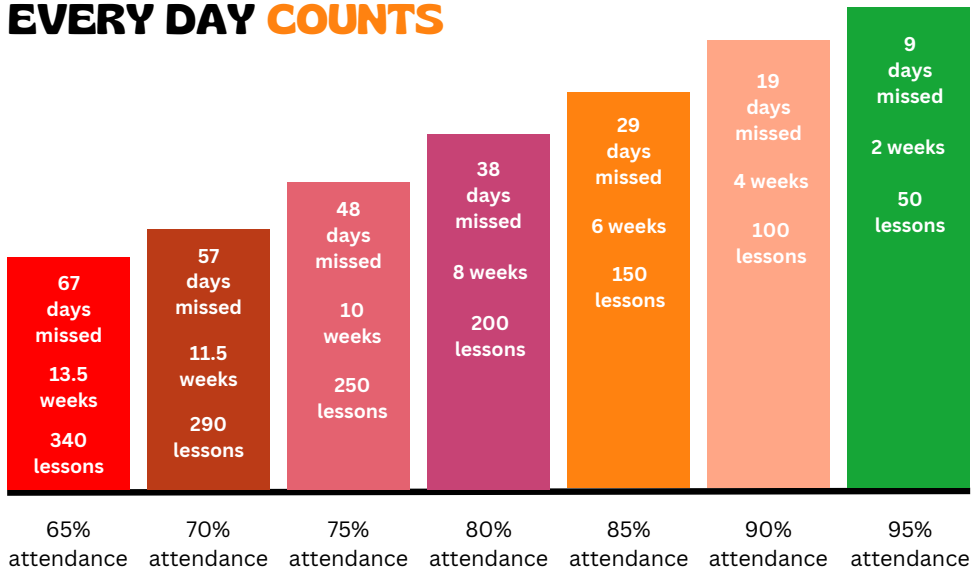


175 days are not spent at school so there's plenty of time for holidays and appointments

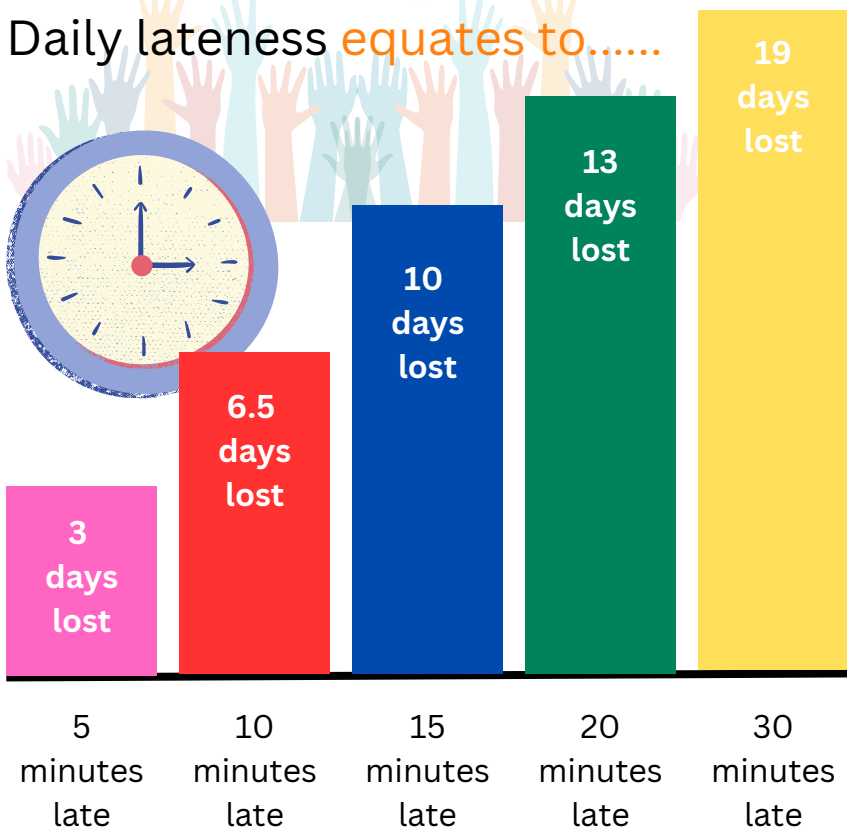


ATTENDANCE MATTERS!

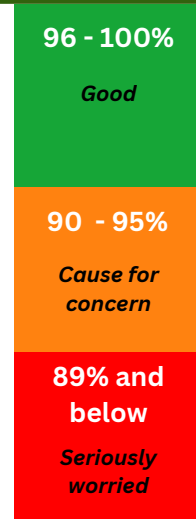
EVERY DAY COUNTS



Daily lateness equates to.....



Over one academic year



Good attendance giving the best chance of educational and future success

Poor attendance giving less chance of success and creating gaps in learning

Very poor attendance. Drastic effect on academic achievement

If attendance is below 96%, school may unauthorise future absence.

BE KIND

WORK HARD

BELIEVE

EHPS Steps to Improve Attendance

1

Termly Newsletters advising families of our whole school attendance focuses and processes. Celebrating success as well as identifying issues.



2

Half termly emails to families to advise of child's percentage attendance.

These are categorised as:

Red (below 90%)

Amber (90-95%)

Green (96+)

3

The attendance team will look at individual pupils at Amber or Red and decide next steps. These could be:

- Continued monitoring
- Informal meeting with family
- Parent Contract Meeting
- According to our monitoring letters will then be sent to families.



4

Letter 2 will invite families to an Informal Meeting to discuss reasons for absence and possible support. Attendance will then be monitored for 6 weeks. If there is improvement, then there will be no further action but we will continue to monitor.

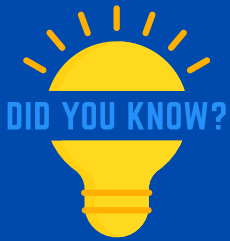
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Letter 3 will invite families to a Parent Contract Meeting where a formal agreement is made. Parents are made aware that if attendance does not improve they will be referred to EIPT and could be interviewed under caution and need to pay a considerable fine for the offence of failing to ensure regular attendance (under section 444 of the Education Act 1996)



6

The attendance team will continue to monitor weekly and attendance is an agenda point on our weekly safeguarding meetings. Regular monitoring and action will raise attendance across our school.



Did you know?

Schools have a safeguarding duty, under Section 175 Education Act 2022 to investigate any unexplained absences.

Working together

Our aim is always to work with families to help improve a child's attendance. We know that there are many reasons why children do not attend school, so we want to support families on an individual basis. However, when we are not successful in supporting families, or they refuse to engage, the law protects pupils' rights to an education and provides a range of legal interventions to formalise attendance improvement efforts.

As such parents could be:

- issued a Fixed Penalty Notice by the local authority for their child's non-attendance (the penalty is £60 per child per parent and this rises to £120 if paid after 21 days but within 28 days).
- prosecuted by the Local Authority under section 444 Education Act 1984.

Meet our Pastoral Team



Lucy Boswell

Designated Safeguarding Lead and Head of the SU

boswelll@easthunsburyprimary.org



Karen Keay

Pastoral and Attendance Lead

keayk@easthunsburyprimary.org



Lindsey York

SENCO and Deputy Designated Safeguarding Lead

yorkl@easthunsburyprimary.org



Krista Neville

Family Support Worker

nevillek@easthunsburyprimary.org

Please do not hesitate to contact them if you or your child should require any additional support. 01604 677970

What is compulsory school age?

A child is of compulsory school age at the beginning of the 1st term after their 5th birthday, so:



- children who turn 5 between 1st January and 31st March will be of compulsory school age at the beginning of the school term after 31st March;
- children who turn 5 between 1st April and 31st August will be of compulsory school age at the beginning of the school term after 31st August;
- children who turn 5 between 1st September and 31st December will be of compulsory school age at the beginning of the school term after 31st December.

A child remains of compulsory school age until the last Friday in June in the school year that they turn 16 years old. young people are then required to remain in education, employment or training until their 18th birthday.

Who is considered a parent in education law?

Section 576 Education Act 1996 defines a parent widely to include:

- a biological parent of the child (even if they do not have Parental Responsibility and even if the child does not reside with that parent);
- any person who is not a parent but has Parental Responsibility for the child (for example through a Residence Order, Child Arrangements Order, Special Guardianship Order, Step-Parental Responsibility Order, Adoption Order or Care Order);
- someone who has care of the child.

Therefore all these people have the duty to ensure their child of compulsory school age receives a suitable education. This does not mean that the child has to attend a school – it is possible to fulfil this duty by home educating the child.

School has to regularly inform the Local Authority of any pupils who are regularly absent from school, have irregular attendance, or who have missed 10 school days or more without the school's permission. Only exceptional circumstances warrant a leave of absence.



Where parents decide to have their child registered at school, they have an additional legal duty to ensure their child attends that school regularly. This means their child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend or being given permission for an absence in advance from the school.