



Attendance Newsletter 2

We would like to take this opportunity to say THANK YOU to all our families who consistently ensure their children's attendance and punctuality is good. Getting these important habits established early on in your child's life will make a difference to their future. We really appreciate your support.

Spring Term 2026



Our school target is 96%

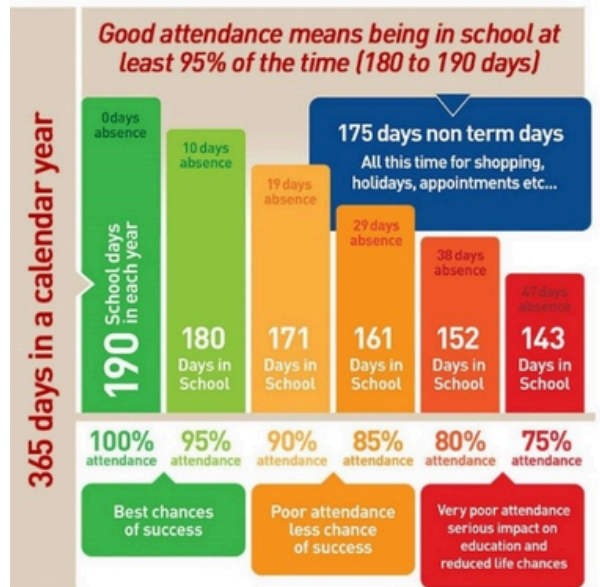
Why Attendance Matters

Good attendance at school is not just valuable, it's essential.

Going to school is directly linked to improved attainment which should in turn lead to further learning opportunities.

As well as this, going to school helps to develop:

- Friendships
- Social skills
- Team values
- Life skills



DID YOU KNOW? A two week holiday in term time means that the highest attendance you can achieve is 94.7%

Why Punctuality Matters

Arriving on time for school is important as late arrivals can be disruptive for the class and some children find it difficult to enter the classroom once the lesson has started.

Children can also miss important information during registration including the plan for the day and often their phonics or reading session.

- Doors open at 8.45am
- Registration is at 8:55am

We understand that school mornings can be hectic, but ...being 15 minutes late each day is the same as missing two weeks of school!



DID YOU KNOW? If you are 15 minutes late each day you will have missed a full 2 weeks of school in one year?

Providing Reasons for Absence

Please make sure you have contacted the school by 9.15am if your child is going to be absent. If we do not hear from you, we will message / ring you to find out why your child is not in school. Remember when phoning in for a child who is off school, we require an actual reason for the absence. Please also remember to provide your child's full name and class.



Medical Appointments

We request that, where possible, routine medical and dentist appointments are arranged outside school hours as these appointments will affect your child's percentage attendance. We do understand that some appointments, such as hospital consultations, are not always possible to arrange outside of school hours. However, if your appointment time allows your child to come to school for registration and then leave, this will have a positive impact on their attendance figure. If they can be back in school for afternoon registration at 1pm this will also have a positive impact.

The more a pupil is in school, the more they increase their opportunity to fulfil their potential.

Holidays during Term Time

Absence will not be authorised during term time except in exceptional circumstances. It is very important that all parents and carers understand that children with unauthorised absences totalling more than 10 sessions or 5 days in a 10-week period, including holidays and unexplained absences, are at risk of receiving a Fixed Penalty Notice (FPN) from Lancashire County Council. The rules for this are explained below.

Attendance

Supporting you to understand the new rules



A National Framework for Penalty Notices for school absences, including unauthorised leave of absences in Term Time, is being introduced following changes to the law. These new government regulations will come into effect from **19th August 2024**.

What are these changes?

If a pupil has **10 unauthorised sessions**, which is equal to **5 school days**, within a **10 week period**, a penalty notice may be issued.

This will come under 3 categories: First, Second, and Third offence.

First Offence

The first time a Penalty Notice is issued for Term Time leave or unauthorised absences the amount will be:

£160 per parent, per child if paid within **28 days**, reduced to **£80** per parent, per child if paid within **21 days**.

Second Offence

The second time a Penalty Notice is issued for Term Time leave or unauthorised absences the amount will be:

£160 per parent, per child to be paid within **28 days**. No reduced rate will be offered.

Third offence and any further offences (within 3 years)

The third time an offence is committed for Term Time leave or unauthorised absences a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates Court.

Magistrates' fines can be up to £2500 per parent, per child. Cases found guilty in Magistrates' Court can show on a Parents future DBS certificate, due to failure to safeguard a child's education.



Thank you for your continued support. Please don't ever hesitate to contact Miss Davies or Mrs Moran if you require any support around your child's attendance.



Attendance Matters

