



# Attendance-

## every day counts; every minute matters!

### The Attendance Team

Miss Ashton – Attendance  
Officer

Mrs Guard – Inclusion Officer

Mrs Wyatt – Office Manager

### LATE MARKS

If a child is late to the Academy, they miss vital learning time.

If a child arrives after 9.30am, they are marked absent.

LATE MARKS COUNT TOWARDS OVERALL

ATTENDANCE

### How can you help your child?

1. **COME** to the Academy every day, on time.
2. **AVOID** appointments during the day where possible.
3. **AVOID** holidays in term time.

### The Academy Day

8.40am Doors open

8.50am Registration begins

9am Assembly begins

2.45pm KS1 finishes

2.50pm KS2 finishes

### DO YOU THINK 90% ATTENDANCE IS GOOD ENOUGH?

- ◆ 90% means your child is absent for the equivalent to one **half a day each week over the year!**
- ◆ This means a total of **4 whole weeks over the year!**
- ◆ Over 5 years, this means they will miss over **half an academic year!**

If your child is genuinely poorly, RING into the Academy on the 1ST day of absence

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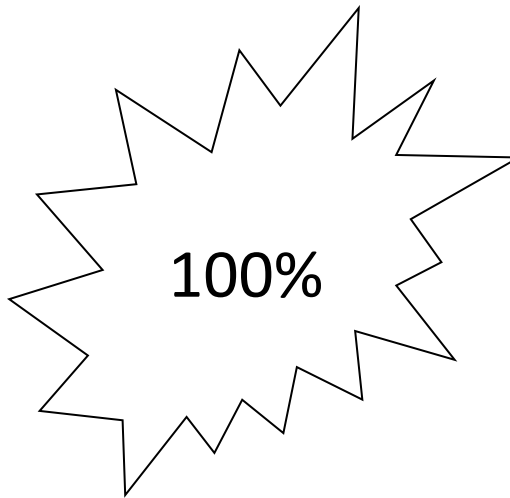
### HOLIDAYS IN TERM TIME:

Parents often feel that they can take children on holiday during term time for up to 10 days.

### THIS IS NOT THE CASE!

Any request for holidays during term time for exceptional circumstances should be directed to the Principal in the first instance using the holiday request form.

Holidays taken without permission will be recorded as unauthorised and the Education Welfare Officer will be informed.



### REWARDS!

#### Weekly:

The winning class receives Baddeley bear to look after and a mention in assembly

#### Termly:

Certificates and a treat

- \* 96+ % = BRONZE AWARD
- \* 98+ % = SILVER AWARD
- \* 100%= GOLD AWARD

#### Yearly:

100% winners receive a super prize!