



Attendance at Cotmanhay Infant and Nursery School

Reporting an Absence



You can contact the School Office via DOJO or by ringing **01159 302064**

We have a duty of care for safeguarding your child, we will contact you and may come to your home if we do not receive a call or dojo message. This is to ensure we know your child is safe!

Attendance Categories

| | |
|-------------|-------------------------------|
| 96 to 100% | as expected |
| 91 to 95% | at risk of persistent absence |
| 80 to 90% | persistent absence |
| 51 to 79% | at risk of severe absence |
| 50% or less | severe absence |

Illness Guidance

Being ill may stop your child from coming to school, but, if they can get out of bed and play or enjoy TV, they should be in school. Coughs and sneezes are not an excuse to miss school and feeling tired is not an illness. Looking after your child is very important to us and we will of course contact you if we feel they should be at home.



Attendance is the Law

As a parent, ensuring your child's regular attendance at school is your legal responsibility and permitting absence from school without good reason is an offence and may result in a referral to the Education Welfare Service, the issue of Penalty Notices and fines and eventually prosecution.

Holidays

In accordance with DFE guidance—Headteachers CAN NOT authorise absence for holidays. You will receive a fine from the local authority!

Who Can You Talk To?

Mrs Lane - Attendance Welfare Officer
Mrs Delbridge - Family Support Worker / DSL
Miss Latchford - Headteacher / DSL

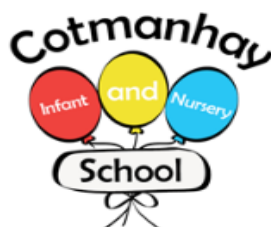
If your child attends school between 96% and 100%, they have the potential to achieve their best, educationally and socially.

10 days off per year = 94.7%

Whilst 90% attendance might sound good ... 90% = ½ day off each week per year or 1 month off school per year



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