



# St Gregory's Catholic Primary School

Grange Road, Northampton NN3 2AX

Tel: 01604 403511/409582

Headteacher: Mrs K Yuen

[www.stgregoryscatholicprimaryschool.org.uk](http://www.stgregoryscatholicprimaryschool.org.uk)

**Date:** 15<sup>th</sup> October 2019

**Ref:** Attendance Information: Autumn Term

Dear Parent /Carer

At St Gregory's we believe that it is important to try to maintain a high level of attendance. Encouraging regular school attendance is one of the most powerful ways you can prepare your child for success—both in school and in life. When you make school attendance a priority, you help your child get better grades and develop healthy life habits.

Currently our whole school attendance is 95% sadly this is well below the Government expectation of 97%

## Attending school

You as parents/carers must ensure your child receives a full-time education that meets their needs (for example if they have special educational needs). Children must get an education between the school term after their 5th birthday and the last Friday in June in the school year they turn 16.

You'll be contacted by either:

- the school - if your child is enrolled in school and does not turn up (even if they're only absent for a day)
- the council's education welfare officer - if they think your child is not getting a suitable education at home

You can be prosecuted if you do not give your child an education. You'll normally get warnings and offers of help from the school and local council first.

## When your child can miss school?

You can only allow your child to miss school if either

- they are too ill to attend: in which case, parents should contact the school via telephone, every day of their child's illness. They should state what the suspected illness is and how it is being treated. **Any messages saying "ill, unwell or poorly" will be marked as unauthorised.**
- you've requested and have received authorisation for your child to be absent from school.

There is extra support available if your child cannot go to school for long periods because of a health problem. In an effort to improve the attendance of children with common childhood illnesses, we are now able to administer Calpol and Nurofen that isn't prescribed:

***Please do not send the medication to school with your child. Bring it to the school office where you will be asked to complete a Medication consent form giving us details of the amount to be given and at what time during the school day.***



*St Thomas of Canterbury Catholic Academies Trust is a charitable company limited by guarantee registered in England & Wales under company registration number 09980467 and with registered address c/o The Trust Office, Thomas Becket School Becket Way, Kettering Road North, Northampton, Northants, England, NN3 6HT*

### **Holidays in term time**

You have to get permission from the head teacher if you want to take your child out of school during term time

You can only do this if:

- you make an application to the head teacher in advance (as a parent the child normally lives with)
- there are exceptional circumstances

It's up to the head teacher how many days your child can be away from school if leave is granted. You can be fined for taking your child on holiday during term time without the school's permission.

### **Help with getting your child to go to school**

If you're having trouble getting your child to go to school, the school and local council can help you. The school will discuss attendance problems with you and should agree a plan with you to improve your child's attendance. A lot of local councils have teams that help parents improve their child's attendance at school. The council will tell you if they're able to help. Forms of help could include:

- support to reduce the burden on children where families are in difficulty (for example if a child is spending a lot of time caring for someone)
- working with families and schools to overcome bullying and other serious problems
- a parenting contract

### **Parenting contract**

This is a voluntary written agreement between you and either the local council or the school's governing body. Between you, you agree to find ways to improve your child's attendance. If you refuse to make a contract or you do not stick to it, it can be used as evidence if the local council decides to prosecute you.

### **Legal action to enforce school attendance**

Local councils and schools can use various legal powers if your child is missing school without a good reason. They can give you:

- a Parenting Order
- an Education Supervision Order
- a School Attendance Order
- a fine (sometimes known as a 'penalty notice')

### **Parenting Order**

This means you have to go to parenting classes. You'll also have to do what the court says to improve your child's school attendance.

### **Education Supervision Order**

If the council thinks you need support getting your child to go to school but you're not co-operating, they can apply to a court for an Education Supervision Order. A supervisor will be appointed to help you get your child into education. The local council can do this instead of prosecuting you, or as well.

### **School Attendance Order**

You'll get a School Attendance Order if the local council thinks your child is not getting an education.

You have 15 days to provide evidence that you've registered your child with the school listed in the order or that you're giving them [home education](#). If you do not, you could be prosecuted or given a fine.

### **Fine**

Your local council can give each parent a fine of £60, which rises to £120 each if you do not pay within 21 days. If you do not pay the fine after 28 days you may be prosecuted for your child's absence from school.

### **Prosecution**

You could get a fine of up to £2,500, a community order or a jail sentence up to 3 months. The court also gives you a Parenting Order.

Research shows that attendance has a direct impact on GCSE results. If a pupil's attendance is less than 50% throughout their school life they are less likely to succeed in their GCSE exams. In fact, only 3% of these pupils do. For pupils who miss between 10%-20% of school, only 35% manage to succeed in their GCSE exams. However for pupils who attend at least 95% of the time, 73% achieve above the national benchmark for GCSEs including in English and Mathematics.

If you have any queries or concerns regarding your child's attendance. Please do not hesitate to contact me on 01604 403511 ext 3, as I may be able to offer you advice and support.

Kind Regards

Nyree Annis  
Family Support Adviser