

Attendance at Bramley School

Every term we monitor and report on pupil attendance. Our maximum allowable absence figure is set at 4%, hence our attendance target is 96%. We have produced the following attendance guide for parents with information that we hope you will find useful. If you would like to know your child's attendance figure at any stage during the school year, please enquire at the school office.

Why 96% attendance?

- This optimises learning opportunities for your child.
- 96% attendance equates to 7.5 days off a year.
- As a school we want to prepare our pupils for excellent work habits. Regular attendance and excellent punctuality are part of this work.
- Attendance figures can flatter to deceive. 90% attendance a year means nearly 4 whole weeks of lessons have been missed.

Attendance Matters

100%	0 days	0 days missed
99%	1 day	1 day missed
98%	3 days	3 days missed
97%	1 week	5 days missed
96%	1.5 weeks	7.5 days missed
94%	2 weeks	10 days missed
93%	2.5 weeks	12.5 days missed
92%	3 weeks	15 days missed
90%	4 weeks	20 days missed

Low attendance

There is a clear link between poor attendance at school and lower academic achievement. Even taking a small amount of time off school can be problematic. Your child is likely to fall behind in their work and find it hard to catch up. The fact is, if your child doesn't attend school regularly, they are less likely to do as well as other children. Absence also impacts on the social elements of schooling, which could affect your child's ability to make and maintain friendships. Being late for school affects a child's learning too. A child who is 10 minutes late every day will miss 30 hours of lessons during a year. In summary, low attendance may lead to fewer chances and fewer choices when they are looking for work and developing social relationships later in life.

Did you know?

- If a child has 90% attendance that means that he/she is absent for lessons for half a day every week.
- If their attendance stays at 90% during the academic year he/she will miss 4 weeks of school, which equates to nearly half a term.
- If his / her attendance stays at about 90% from Year 1 to Year 6 he / she will have missed 27 weeks which is over half a school year. I think you will agree when expressed as days/weeks missed it is far more meaningful and concerning.

Letters to parents regarding absence

We send out letters to parents whose child's attendance has fallen to 96% or below. This could have been due to a holiday at the beginning of the year or a spell of illness, particularly in the Autumn and Spring terms when the flu and cold bugs are thriving. We don't enjoy sending these letters out, but we hope you understand that we have a duty to alert parents to their child's attendance.

Ongoing poor attendance (below 90%) is shared with our Local Authority Inclusion Officer, to whom we report each half-term. This can lead to an attendance meeting at school or over the phone. The aim of these meetings is to give school, parents and the Inclusion Officer the chance to sit together and look at reasons for absence, the impact this is having, and then discuss ways to improve the situation.

Term-time absences

In line with Government and Local Education Authority policy, any holidays taken in school time have to be recorded as an unauthorised absence. Our school is accountable to the DfE and Surrey Local Authority (LA) for attendance.

Impact of absences

Absences do affect how well children do in school. Normally, lessons in school are progressive. At the start of a new topic, children learn the first ideas and 'building blocks' which are then built on over a week or term to help each child secure their knowledge and skills. Later, more advanced lessons rely on this earlier understanding to move the children forward. Absences cause gaps in children's understanding which then have to be filled in. Essentially, they're playing catch-up. This means that a Teaching Assistant who normally works with a particular group or child may need to be reassigned so that the child who was absent can have the extra input they need to catch up. In these cases, the absence is impacting on other children's education too.

Lateness to school

Arriving late to school can also be disruptive to your child and the class as a whole. If your child arrives late for class:

- They miss out on important learning, which could affect their achievement.
- They don't have the social time to settle into class.
- It can be embarrassing for them.
- They may disrupt the learning of the rest of the class.

We look forward to working with you to maximise your child's attendance and punctuality across the school year.