

Unauthorised absence includes time absent for:

- Birthdays
- Car breakdown
- Getting up late
- Holidays
- Hospital visits/medical appointments NOT relating to the child
- Looking after another family member
- Looking after the house
- Shopping
- Unapproved sporting events
- Unwillingness to come to school
- Waiting in for trades people
- Wet weather

The Governing Bodies of our schools have unanimously agreed their support for our joint Attendance and Punctuality Policy.

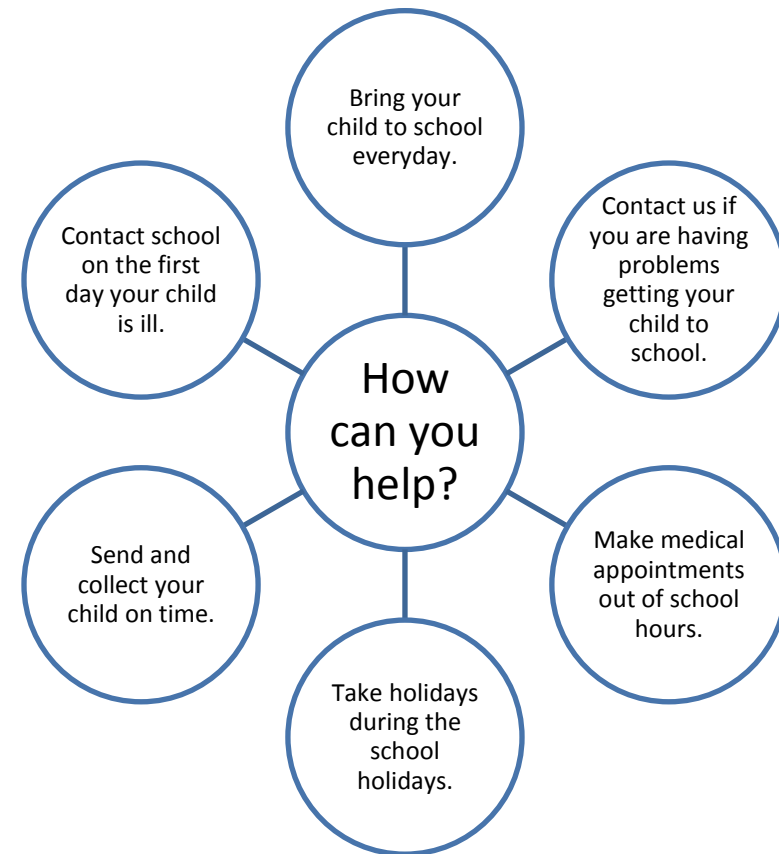
The Broadway Partnership of Schools:

*Blue Coat Academy,
Blue Coat Infant School,
Blue Coat Junior School,
Caldmore Primary School,
Chuckery Primary School,
Delves Infant and Nursery School,
Delves Junior School,
Hillary Primary School,
Joseph Leckie Academy,
Palfrey Infant and Nursery School,
Palfrey Junior School,
Whitehall Infant and Nursery School,
Whitehall Junior School.*

DELVES JUNIOR SCHOOL

Attendance and Punctuality

The Broadway Partnership of Schools



What we do.....

- Note telephone calls regarding absence on the absence sheet
- Contact parents on the first day of absence if we do not know why a child is absent
- Send letter to parents when no note has been received to explain an absence
- Amend registers on a regular basis if attendance is authorised
- Ask the Attendance Officer to make contact with parents of children whose absence is causing concern
- Involve the Attendance Officer if there are a number of days of un-notified absence or significant attendance issues
- Include attendance information with our reports to parents
- Send a letter to parents of children who are routinely late, requesting an improvement in punctuality
- Send a second letter to parents of children who continue to be routinely late *and* inform the Attendance Officer

We are always happy to help.....

Don't let attendance or punctuality become a problem. Make contact with us and together we can find ways to improve attendance and/or punctuality.

Attendance matters.....

The Government have now set attendance targets for pupils at school. The target for all primary schools is:

'for all pupils to achieve a minimum of 95% attendance'

Every minute of every lesson counts.

Punctuality means.....

Being on the school playgrounds in time for the bell which rings at 0855.

Rewards.....

Good attendance and punctuality are skills for life – something employers look for in employees. We reward good attendance in the following way:

- Celebrate those children who have 100% attendance on an weekly basis
- Give prizes on a regular basis for good attendance
- Give individual certificates to children with 100% attendance for the whole year

