



Holidays of any length will not be authorised except in exceptional circumstances such as Armed Forces, bereavement. You may receive a Fixed Penalty Notice of £120 (£60 if paid promptly) if you take your child out for an unauthorised holiday: referrals are made for all holidays of 5 days or more

At Billingshurst Primary School...

- + We give prizes for children with 100% attendance each year
- + We will tell you about your child's attendance at parents' evenings, in your child's report and, occasionally, by letter posted directly to you

If you need to talk about your child's attendance please contact **Miss Williamson** via the school office



Attendance

Why is it important for your child to be in school?

To help them learn and make friends

What is 'good' attendance?

95% or above

What to do if your child is ill?

Please call the school and tell us

What is an authorised absence?

When there is an agreed reason for your child being away from school. For all absences, except illness, you need to get permission by filling in a form available from reception. If you don't the absence will be recorded as unauthorised



Why is it important for my child to be in school?

- ✚ Being at school regularly helps your child build friendships with other children
- ✚ To keep up with their work, your child needs to be at school as much as possible
- ✚ Children with good attendance at school do well at school
 - ✚ It is the law!

What is 'good' attendance?

Good attendance (Green) is when your child is at school for 95% of the time or more

If your child's attendance is between 85% and 95% it needs improving (Amber)

When attendance falls below 90% the DfE identifies your child as a Persistent Absentee

When attendance is below 85% it is unsatisfactory (Red):

this may result in a referral to the Educational Welfare Officer (EWO). You may receive a fine for unauthorised absence



Some facts you may not know...

There are 190 school days in the year – if your child has ten days off they are then at school for less than half a year!

There are 175 days for holidays, trips out, birthday treats and shopping; these are not reasons to be away from school

80% attendance is the same as one day off every week

90% attendance is the same as one day off a fortnight

Being late is very disruptive to your child and other children in the class

Lateness is also absence - be at school, and in class, on time (by 8.55am)

If your child is too ill to come to school please telephone us and let us know as soon as possible – if we don't receive a message we will phone you

School phone number:

01403 782789