



Holy Family Catholic Primary School

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Term Time Absence

Under new national government regulations which came into force in September 2015, any child with less than 90% school attendance is now defined as a persistent absentee.

We now have the following guidelines which we adhere to:

Persistent absence –

- Once a child has 6 sessions (equal to 3 days) of unauthorised absence over a rolling 6 week period, the Local Authority can issue a warning letter. This letter will make it clear that any further absence may result in the issuing of an Education Penalty Notice to each parent for each child to whom the absence applies
- The duration of the warning letter will last 12 weeks from the day issue
- If the unauthorised absence rise to 10 sessions (5 days) over a 6 week period, then the Local Authority can issue Education Penalty Notices and subsequent fines to the parents of the child or children in question
- In these cases, the Local Authority will also consider what services or measures may be required to prevent or reduce further unauthorised absence Holidays during school time
- If the school has evidence that a parent has removed a child from school for a holiday during term time without authorisation and the level of absence is above 6 sessions (3 days) in total over a rolling 6 week period, then the Local authority can issue Educational Penalty Notices and subsequent fines to parents.

It is important that schools and parents work together to ensure regular attendance at school.

- 97% and above attendance is excellent attendance and means a pupil misses less than 6 days per year and will be rewarded termly.
- 95-96%- approximately 8 days absence in a year. We consider this to be fair attendance.
- 90% attendance 19 days absence over a year- a month of schooling and means they are likely to fall behind what they are capable of achieving. If absence continued at this rate they would miss a whole year of their school career. You will be asked to attend a meeting with the Headteacher.
- 85%- 29 days absence in a year, nearly 6 weeks, making it almost impossible to keep up with their peers.

Absence is monitored daily and a weekly percentage discussed with the Headteacher and shared in assembly with the children.

Holidays

There are thirteen weeks per school year in which holidays should be taken. Holidays are only authorised under exceptional circumstances. A child needs to attend school regularly in order to secure the best possible outcome for their future.

Yours sincerely

Mrs Rachel McEvoy
Headteacher