

Attendance news letter

You may be aware that there have been some changes in Attendance criteria set by Department of Education. Along with County Council the requirements by law and the update legislation which came into force on the 19th August 2024 is advised below.

We want to outline the expectations that have been set so as parents you can work together with us to deliver the best education to your children.

I am sure you are aware just how important good attendance is for the academic and mental health well-being of our students. We wanted to highlight that even at 95% attendance means that a student is missing school for around half a day per fortnight.

At 90% attendance it means they are missing school for nearly a half a day per week. This is an awful lot of missed learning, which, with all the best intentions and teaching, is hard to catch-up and students are disadvantaged from making the progress their ability suggests they should make. It is also not great on their wider well-being because they also miss out on friendships and co-curricular opportunities.

Reporting Absence

All absences must be reported to the office by 9am. We need to have your child's name, class and brief description of illness. This can be done via

email attendance@bloxham-pri.oxon.sch.uk

Telephone 01295 720224 option 1

Or face to face at reception

Holiday

A previous letter has been sent to you outlining the penalty notices for term time holidays. As this section has changed we have attached a flow chart so you can see the fines and consequences of term time holiday. Any holiday requests, from now on, will automatically be 'unauthorised absence,' unless there is proof of 'exceptional circumstances.'

We would like to remind you that we can now change attendance codes. If you have reported your child with sickness we can change it to unauthorised holiday if evidence is found that you were away. This can also lead to a Penalty Notice being given.

Persistent Absents

If a child's attendance drops to below 90%, this is known as the persistent absence level by the Department for Education, and we then have a legal duty to follow up 'Persistent Absence' which means you will receive a text making you aware that we are now adding your child to the persistent absents reports, which are monitored weekly. If these figures don't improve we have to notify the County Attendance Team which may result in legal action being taken against you.

We want to work together to ensure students do not reach this level of absence, so please let us know if there is anything we can do to support.

Lates and Unauthorised Absences

As you are aware the school day now starts at 8.40am. The registers remain open until 8.45am. After this time the registers will close and your child will be marked as late after register. This is classed as an unauthorised absents and is reflected in attendance figure. This will contribute to your child being part of the persistent absence figures if this is an ongoing issue.

With the new legislation Penalty Notices can be given for a set number of Unauthorised absences over a period of time.

Failure to report your child's absence is now recorded as an unauthorised absence, these will be monitored over a set period of time and could lead to a Penalty Notice being issued by the County Attendance Team.

We will be in contact with you if your child's attendance slips or there are consistent unauthorised absences. A Notice to Improve will be issued highlighting the need to work together to resolve issues in a set period of time before County Attendance become involved. If County Attendance Team become involved this could lead to fines being set.