

Headteacher: Mr Paul Greig

14th September 2018

Dear Parent/Carer,

The Becket School is working in partnership with parents and the Local Authority to improve school attendance. **We would like to congratulate the many parents who make sure their children attend school regularly.**

The school's attendance target for this academic year is **96.5%**. Should your child's attendance fall below this target we will contact you to discuss this further and we will look to offer appropriate support where we can.

You can support the school, and your child, to achieve this target by:

- Making sure your child attends school regularly and on time.
- Contacting school on the first day of any absence on **0115 9824280**.
- Informing school of any problems which may impact on your child's attendance, punctuality and learning.
- Arranging medical appointments outside school time where possible.

We do understand that some absence due to illness is unavoidable, however, it is important school is made aware of on-going health problems so we can put the correct support in place.

The government-set persistent absence level remains at 10%. In real terms this is equal to missing around 7 sessions per half term (3.5 days) or 38 sessions across the school year (19 days). This amount of absence from school will mean your child will be classed as a persistent absentee; in line with local authority guidelines, this is likely to result in further action being taken.

Absence from school disrupts the education of the individual student and the whole class. Are you aware that children who do not attend school regularly:

- Are less likely to achieve their full potential,
- Are more likely to drop grades in examinations.



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The Becket School is part of the Our Lady of Lourdes Catholic Multi Academy Trust

How does your child compare?

| Attendance during one school year | equals this number of days absent | which is approximately this many weeks absent | which means this number of lessons missed |
|-----------------------------------|-----------------------------------|---|---|
| 95% | 9 days | 2 weeks | 50 lessons |
| 90% | 19 days | 4 weeks | 100 lessons |
| 85% | 29 days | 6 weeks | 150 lessons |
| 80% | 38 days | 8 weeks | 200 lessons |

Absence can only be authorised by the Head Teacher, and will not **be authorised during term time except where the circumstances are exceptional.**

It is a parent's legal responsibility to ensure their child/children attend school regularly and punctually. Failure to ensure this may result in legal action being taken against you.

Legal action that may be taken includes:

- **Issuing penalty notices:** Each parent receives a penalty notice for each child who has unauthorised absence. The penalty is £60 or £120 depending on how soon payment is made. So, if there are two parents and two children the total penalties could be up to £480. Failure to pay may result in prosecution.
- **Taking parents to court for unauthorised absence:** Education Act 1996 Section 444(1) - court can fine each parent up to £1000 per child, order payment of prosecution costs and/or impose a Parenting Order.
- **Taking parents to court for persistent unauthorised absence:** Education Act 1996 Section 444(1A) - court can fine each parent up to £2,500 per child, order payment of the prosecution costs, impose a Parenting Order and/or sentence you to a period of imprisonment of up to 3 months.

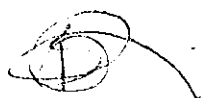
Being taken to court could result in you having a criminal record.

Frequent absence can add up to a considerable amount of lost learning and can seriously disadvantage your child in adult life.

If at any time you are experiencing difficulties and require any support or advice, please do not hesitate to contact your child's Form Tutor or Progress Leader.

Again, we would like to thank those parents who make sure their child is attending school regularly and are therefore benefiting fully from their educational opportunity.

Yours sincerely



Barbara Nicholls
Director of Inclusion