



ATTENDANCE NEWSLETTER

Summer Term (1)



ATTENDANCE AND PUNCTUALITY

At Our Lady and St Benedict Catholic Academy, we strive to help all of our pupils arrive at school on time every day. We have an extremely well-planned and progressive curriculum that children can only benefit from if they are in school.

Making punctuality a promise

Through regular attendance, pupils can:

- Develop strong friendships with other pupils
- Build a rapport with teachers
- Gain knowledge and life skills
- Establish a routine and develop discipline
- Engage in extracurricular activities

Section 8 of the Education Act 1996 places a duty on parents to ensure that their children receive efficient full-time education if they are of compulsory school age.

School Times

Nursery – 8:40am – 3:10pm

Reception – 8:40am – 3:10pm

Key Stage One (Years 1 & 2) –
8:45am – 3:15pm

Key Stage Two (Year 3, Year 4,
Year 5 & Year 6) – 8:45am – 3:20pm



**TURNING UP JUST
5 MINUTES LATE
EVERY DAY ADDS UP
TO OVER 3 DAYS
LOST IN THE YEAR!**

Attendance awards

Every week we award the class with the best attendance in our celebration assembly with a trophy and each member of the winning class also receives a sticker.

Each term we also award children with 100% attendance with a certificate, badge and prize.

Term 1 – Bronze badge, certificate and small prize

Term 2 – Silver badge, certificate and small prize

Term 3 – Gold badge, certificate and attendance on a trip

Research shows that excellent school attendance will support children's learning and progress. It is for this reason that we want all of our students to aim for 100% attendance at school. 100% attendance is rewarded in the summer term with a 100% attendance trip. This year the children have voted to go to Drayton Manor. We understand that children can become ill at times and so expect 97% as a minimum target. Whilst we want pupils to strive for 100% attendance, we do understand that there are rare occasions when a child cannot be present in school. That's why, if a child is absent due to illness they still have the chance to win the class attendance award.



We monitor every child's attendance in school and use the following guide when checking attendance:

100% Outstanding achievement - Well done, we're impressed!

98% - 99% Excellent Attendance. Your child is absent for less than 4 days in the school year.

97% - 96% Good attendance

Your child could be missing up to 7 days of learning in the school year.

Increasing attendance
by just 5% can **double**
the chances of
gaining good
qualifications



95% Just below attendance target

Your child's attendance may be monitored by the Academy Attendance officer, they could be missing up to 2 weeks of learning in the school year which can make it harder for children to keep up in class.

94% - 90% We are concerned, improvement is needed

Your child's attendance will be monitored by the Academy Attendance Officer, they could be missing up to 4 weeks of learning in the school year.

Below 90% Serious concern

Your child has been identified as a 'persistently absent pupil' and their learning may be seriously affected by this. 90% equals 4 whole weeks of lessons missed. You may be contacted by the Education Welfare Officer and could face a Penalty Notice Warning or fine from the Education Welfare Service.

Term Dates and Leave of Absence

You will aware that the Department for Education made important changes to the law for families wanting to request a leave of absence or a holiday during term time. The changes made it clear that Principals may not grant any leave of absence during term time unless there are exceptional circumstances. Holidays in Term Time Legislation states that Principals are not able to grant holiday requests - in fact it is illegal for them to do so. Furthermore, unauthorised leave or holidays in term time will result in the Local Authority issuing parents with a £60-£120 penalty notice. The Directors have asked all Principals to ensure that any parents who take their children on holiday or take an unauthorised leave of absence during term time are now referred to the LA so that fines can be issued. I know that this may seem punitive but it is the law and schools have no option but to follow it - I am sure that you will understand. Please find below Term dates with links on the website. I ask you to study these before booking any holidays or events which involve your child being absent from school during term time.

SUMMER TERM - 2024

School opens to all	Monday 8 th April
May Day - school closed	Monday 6 th May
Half Term	Monday 27 th May to
Friday 31st May	
School opens to all	Monday 3rd June
School closes	Friday 19 th July

Term Dates for 2024-2025 and 2025-2026 can be found on our school website:

<https://www.ourladyandstbenedict.co.uk/page/?title=Term+Dates&pid=94>

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