

# Warren Park Primary School



## Home School Attendance Partnership

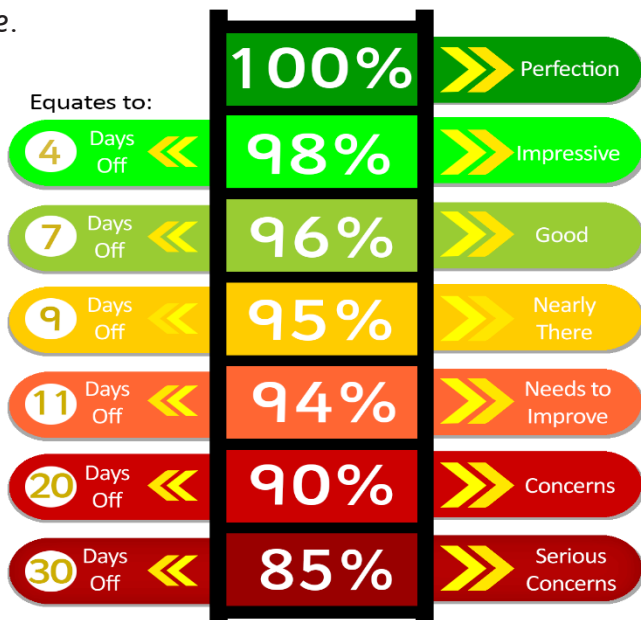
### Attendance and Lateness.

At Warren Park we are committed to working in partnership with parents and carers to give children the very best education and life chances.

Excellent attendance and punctuality routines start from the very first day of school. Children who are frequently absent are usually those who fall behind and find it hard to keep friendships, which can lead to being unhappy in school.

### Did you know...

Children attend school for **190 days** per year which leaves **175 non-school days** a year for holidays, cultural experiences and family time.



**Non-attendance at school or unauthorised attendance, can result in safeguarding action as every child is entitled to a full-time education.**

Green COME TO SCHOOL	Amber TAKE ADVICE	Red STAY AT HOME
<p>Mild cough</p> <p>Mild cold</p> <p>Mild stomach ache / headache</p> <p>Sore throat (unless accompanied by a raised temperature)</p> <p>Feeling tired</p> <p>Headlice (treatment should be applied outside of school hours)</p>	<p>If a headache is more severe or accompanied by other symptoms such as a raised temperature or drowsiness, consult your GP</p> <p>A rash can be the first sign of an infectious illness such as chicken pox or measles, consult your GP</p>	<p>Raised temperature (over 38)</p> <p>Infectious illness such as chicken pox (until spots have crusted over) or measles (4 days after the onset of rash)</p> <p>A sickness bug i.e. vomiting and diarrhoea. Stay at home for 48 hours after the last episode.</p>

If the school has a medical concern, the office will ring to discuss this and if it is felt that your child is too poorly to remain in school, then they will need to be collected. Siblings must remain in school until the end of the day.

# Absences

**Authorised** – is when the school agrees with the reason for absence.

**Unauthorised** – no acceptable reason is given for absence.

If your child is absent from school, you must notify the school office each day from the first day of absence.

Examples of absence which the school will not authorise:

- Sickness of a parent, or other family member
- Inadequate clothing
- Child being used as a carer
- Problems with transport
- Mild illness (as stated)
- Lateness
- Non-urgent medical treatment
- External club activity
- School refusal or truancy
- Birthdays
- Shopping trips
- Holidays

Please help us to make sure that your child has a calm and positive start to the day by arriving on time and achieves at least good attendance of 96% over the academic year.



# REMEMBER...

## School Opening Hours.



The school day starts at **8:45am.**

Children need to arrive ready for the gates opening at **8:40am.**

**Children are late if they arrive after 8:45am.**

The school day ends at **3:15pm**

Only in exceptional circumstances should children be collected early.

Collection must happen promptly at 3:15pm.



Children have 13 weeks annual holiday from school.

Parents/carers are expected to take holidays at this time.

Education law states that parents **do not** have a right to take their child out of school for a holiday during term time. Only in exceptional circumstances may a headteacher grant permission for leave during term time.

Please be aware that under guidelines set down by the Department for Education, any child with 10 or more half-days of unauthorised absence (which includes lateness) in any 10 school week period, are liable to receive a Penalty Notice without further warning.

**Attendance Matters.  
Everyday Counts!**

