

Chaucer Junior School
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Email: attendance@chaucer-jun.derbyshire.sch.uk
Website: www.chaucerjunior.org.uk

Headteacher: Miss T. Smith

This letter has been produced to answer some frequently asked questions about attendance. If you do have questions that are not answered here, please contact either Mrs Farrall or Miss Smith.

What is considered good attendance?

Above 96% is good. Between 96% and 93% is satisfactory. Between 93% and 90% is cause for concern. Below 90% pupil is considered to be persistently absent.

If my child is sick, do they need to stay off school for 4-8 hours?

It depends, children can be sick for many reasons: such as excitement, headache, nervous, having a reaction to something they've eaten or overeating.

If your child has been sick, once they are able to keep food down and they feel well in themselves, they are able to return to school.

If my child is not feeling 100%, but has not been sick or shows any other symptoms of illness, should I bring them into school?

If your child is feeling a bit off but is otherwise well in themselves then we would welcome them in school. Our staff will monitor and look after your child and if they think they are not able to learn due to how they are feeling, they will contact you and ask you to collect them. We also have several first aid trained staff throughout the school that will be able to medically support an unwell child.

If my child has an appointment, does that impact their attendance?

Attendance is marked in 2 sessions (morning and afternoon) for each day. It is important that where possible your child is present for both the morning and the afternoon. However, if you have an appointment, it would be better for your child if they can be in school for the parts of the day around the appointment. Children miss learning that they won't have the opportunity to catch-up on, which can make learning in future lessons trickier for them. Evidence of the appointment can be shown to the office when collecting or returning your child from / to school.

If my child is sent home from school, do I still need to contact school the next day if they are not going to be in school?

Yes, we ask that any and every day your child is not going to be in school, you contact us with the reason and an update on how they are. Our phones do get busy, so if you prefer, you can email us at attendance@chaucer-jun.derbyshire.sch.uk

If you do not contact us on the day of the absence, it will be recorded as an unauthorised absence.

If my child is absent due to illness, does it affect their attendance?

Yes, if your child is absent due to illness, it does impact their attendance. Authorised and unauthorised absences impact attendance. If a child's attendance becomes lower than 90% (for any reason), they will be classed as a persistent absentee. We will contact you to discuss ways to support and improve your child's attendance if we are concerned. If absences continue and improvement is not sustained, a penalty notice could be issued from the local authority. This could be up to £160 per parent, per child. Repeat or unpaid penalty notices can result in legal prosecution.

If I tell school my child is ill, do they have to authorise the absence?

No, it is schools' discretion whether to authorise the absence or not. Absence should only be for unavoidable reasons. Schools generally will accept the reason given to them by parents but if they have cause for concern, they do not have to authorise the absence and they may request evidence to support the reason given.

If I have had a referral for a penalty notice for a holiday does this mean I won't get a referral for a penalty notice for low attendance?

Unfortunately, if your child's attendance falls below 90% for any reason, and absences continue or improvement in attendance is not sustained, a referral could be made for another penalty notice. If the local authority decide that the case meets the criteria to be submitted to the Magistrates Court for prosecution under Section 444(1) of The Education Act 1996 for the offence of failing to secure a child's regular attendance at school. A court hearing would be the next step.

If you have any questions about attendance or want to inform us of an absence you can email attendance@chaucer-jun.derbyshire.sch.uk or pop and see Mrs Farrall on the gate or ring the school number.

