

The Importance of Attendance

Regular attendance is a key priority of Westminster, the local authority and the government. As a school, we are scrutinised on our children's attendance by our Education Welfare Officer, governors and Trustees. We are committed to improving children's attendance so that they achieve their very best!

Regular absences from school can affect:

- attainment levels - the quality of school work and qualifications gained
- school routine - disrupting your child's learning and that of the other pupils
- the chances of children and young people being involved in anti-social behaviour a child or young person's general wellbeing and long-term life opportunities

Let's work together to improve attendance!

The government have announced a range of statutory changes to attendance in their latest guidance 'Working Together to Improve School Attendance'.

Here are some of the key changes...

Attendance Team

All staff at Westminster are absolutely committed to children's attendance. We have a team who work daily to improve attendance and support families...

Attendance Champions: Miss Dunn & Mrs Rennie

Attendance Officer: Mrs Rennie

Pastoral Managers: Mrs Rennie & Mrs Phillips

Registers

Our registers open at 8.30am as this is when learning begins. Registers close at 8.45am. Any children who arrives at school between 8.45 - 9.00am will get a 'L' code (late) on the register. Any children who arrive at school after 9.00am, will be given a 'U' code (unauthorised).

Let's work together to ensure our children are in school, on time, everyday.

Absences

One of the most significant changes that the Government has made is around children's absence due to sickness.

If your child has 10 sessions (5 days) of unauthorised absence within a rolling 10 school week period, you will be issued with a 'Notice to Improve' and then could be issued with a fine of £160.

Targeted Support Meetings

Our Education Welfare Officer, Keri Roberts, will be working closely with Mrs Rennie to monitor all children's behaviour.

Children whose attendance is below 90% are classed as Persistent Absentees.

Children whose attendance is below 50% are classed as Severely Absent.

Actions and support will be put into place to improve such low attendance.

Fixed Penalty Notices

With effect from the 19 August 2024, the law has changed and Penalty Notices have increased.

If you choose to take your child (ren) on holiday during term time, the penalty charge has now increased to £160 per child per parent.

The National Framework for Penalty Notices introduces a new national limit of two penalty notices that can now be issued to a parent for the same child within a rolling three year period. If a second Fixed Penalty Notice is issued to the same parent for the same child, within three years of the first Fixed Penalty Notice, the second Fixed Penalty Notice is charged at a flat rate of £160 if paid within 28 days.

Once two Fixed Penalty Notices have been issued, if a third unauthorised leave of absence occurs within a three year period, the Local Authority is able to move to prosecution immediately.

Attendance Rewards

At Westminster, we believe in rewards our children who have great attendance. This year, we will be celebrating children's attendance in a range of ways, including: weekly treats for the class with the highest attendance and half termly awards for children with attendance over 97%. Our School Council are currently working on attendance rewards.

Westminster's Expectation

We expect all children to be in school everyday, on time, at 8.30am. We also understand that illness happens to everyone. Therefore, our attendance target for every child is 97% across the academic year. Parents will be updated on a half termly basis (6 times a year) as to what their child's attendance is.

Learning Lost!

100% attendance	0 days missed	No learning missed!
97% attendance	5 days missed	A weeks learning missed
94% attendance	12 days missed	2 weeks and 2 days learning missed
90% attendance	19 days missed	3 weeks and 4 days learning missed
85 % attendance	30 days missed	6 weeks of learning missed
80% attendance	40 days missed	8 weeks of learning missed