



Attendance Information
Leaflet

2022 - 2023

At BFHA we are constantly striving to improve our attendance and we want every child to achieve **at least 97%** attendance or higher throughout the school year. This ensures our children are in the best position to make continued progress in all areas.

In order to gain maximum benefit from their education, it is important that your child attends school every day; every single day missed or late arrival equals a gap in your child's learning. It is very hard for children to catch up when they have missed out vital parts of their education.

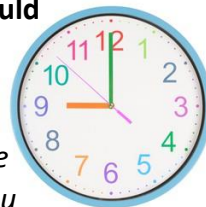
This is especially important following the disruption children have experienced over the past two years during the Covid-19 pandemic.



Attendance Procedure

If you child is absent from school/nursery, you should call the school office before 9am to inform us.

Please do not use Class Dojo or Facebook to send messages regarding attendance as these may not be seen by this time in the morning and will result in you being called by our office staff.



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It is vital that we know the reason for children's absence from school and we will endeavour to follow our attendance and safeguarding procedures to ensure that we know where a child is if they are not at school.

- If we have not received a phone call explaining your child's absence, our office staff will try calling the first contact in our system. If there is no answer, a text message will be sent reminding the contact to call the school.
- If there is still no contact after 20 minutes, our office staff will attempt to call other contacts on the list and send a second text message voicing our concern about the child's absence.
 - If we have still not received any contact after this, we will send a final text message explaining that we will complete a safe and wellbeing check. This is in line with our safeguarding procedures.



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Good Attendance means...

Being in school at least 97% of the time or 184 to 190 days

Remember

Your education is important - don't miss out!

Did you know?

A two week holiday in term time means that the highest attendance a child can achieve is 94.7%



There are
365 days
in a calendar
year

175 days
are **not** spent
at school!

"So there's plenty of time for shopping, holidays and appointments!"

Did you know?

When pupils attend school they:

- ✓ Can achieve their full potential
- ✓ Have better career prospects
- ✓ Learn how to look after themselves and be healthy
- ✓ Grow in confidence
- ✓ Keep up with work and homework
- ✓ Make new friends

Attendance Concerns

Pupils attendance is monitored on a weekly basis and any attendance concerns will firstly be addressed by your child's class teacher.

If your child's attendance drops below 90%, you will be issued with an attendance letter from Miss Leek. In this instance, we are highlighting your child's attendance percentage and offering support to improve this.

Attendance under 90% is considered persistent absenteeism.

Should your child's attendance continue to decrease or fail to improve, a second letter will be issued and you will be asked to attend an attendance meeting with Miss Leek and Ms Hinton, our Family Support Worker.

In extreme circumstances, where there are significant attendance concerns, poor attendance over an extended period of time, or where there are a number of unexplained absences, further action may be taken such as an attendance enforcement EHAF.

Surely 1 or 2 days absent a week doesn't seem much but this is how it is..

If your child misses...	That equals...	Which is...	And over 13 years of schooling that's...
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1 ½ years
1 day per week	40 days per year	8 weeks per year	Over 2 ½ years
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

If your child is late 10 minutes a day - surely that won't matter or affect my child..

Only missing just..	That equals..	Which is...	Over 13 years of schooling that's...
10 minutes per day	50 minutes per week	Nearly 1 ½ weeks per year	Nearly ½ a year
20 minutes per day	1hour 40minutes per week	Over 2 ½ weeks per year	Nearly 1 year
30 minutes per day	Half a day per week	4 weeks per year	Nearly 1 ½ years
1 hour per day	1 day per week	8 weeks per year	Over 2 ½ years

If you have any attendance concerns, please contact Miss Leek or Ms Hinton via the school office.

We are here to support in ensuring your child attends school regularly and on time.

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