



April 2020

The Importance of Good Attendance and Punctuality

Dear Parent/Carer,

Excellent attendance is a fundamental indicator of a student's potential success. We appreciate that starting secondary school can be both an exciting and nervous time for parents and students, especially during the current national crisis. However the transition to King Charles I School is designed to ensure all students are confident and well practised in the routines and expectations that we have. One of the most significant factors that causes worry and anxiety is absence. We work closely with our primary colleagues to identify students whose attendance causes concern. We hope our home liaison officer and attendance officer will intervene and support these families during the summer term to address any concerns.

We would like to stress the importance of not booking any holidays in term time as it causes students to miss valuable information and learning opportunities. I appreciate that this may not be an issue at this time. However please refrain from any potential term time bookings in the future as students will already have missed a substantial amount of education. I would like to remind you that the autumn term for Year 7 students begins on Wednesday 2nd September. A student who has 95% attendance at the end of the academic year will have missed 50 lessons and over the duration of 5 years this rises to 250 lessons. This has a significant negative impact on a student's progress.

Research carried out by the Department for Education in February 2015 on student absence and exam results shows there is further evidence supporting the link between attendance and achievement. The most recent research suggests that even short breaks from school can reduce a student's chances of succeeding at school by as much as 25%. Put simply, students do not do as well as they could, when they are absent from school compared to their peers who have excellent attendance.

The table below highlights students' attainment who sat their GCSE' examinations in the summer of 2019 compared to their attendance. The results are stark. Anything below 0 means a student is making negative progress and a score above 0 is positive progress. The students with attendance above 95% made progress which was significantly above the national average, which was excellent and we want this for all of our students. Students must have excellent attendance to give them the best opportunity to succeed.

Attendance	P8
Above 95%	0.72
Between 90% and 95%	0.04
Below 90%	-0.79

As you know, the government provide regulations regarding attendance at school. The regulations make clear that headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. In such exceptional circumstances, headteachers determine the number of school days a student can be away from school if the leave is granted. Please note, that under these regulations, family holidays do not qualify as exceptional circumstances.

Part of The Four Stones Multi Academy Trust

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Our approach to attendance will reflect this rise as we look to support students and families to achieving our target attendance for each student of 100%. Any students who start to fall below 96% will receive contact from our attendance officer who will help support those concerned in an attempt to increase their attendance at the school.

We do however, understand that sometimes attendance is not possible and I encourage you in such circumstances to contact your son/daughter's head of year as soon as possible if the absence is likely to become extended for any period of time.

Similarly arriving to school and lessons on time is vitally important in ensuring a smooth start to the day and maximising learning time. We are keen for our students to be punctual as we feel it promotes self-discipline and responsibility. Therefore our expectation is that all students attend school punctually every morning and are punctual to all lessons. Students need to be in school at the start of the registration period (8.40am).

We are looking forward to working with all parents/carers and students to ensure the best education and experience is delivered for all.

Yours sincerely,

James Wilkinson
Assistant headteacher