

Fast track Panel

Whilst being monitored, if your child's attendance 90% or below, both student and parent/carer will be invited into BCA to meet with governors. Attendance concerns will be also discussed with the Director of Student Services and the Education Welfare Officer.

UNAUTHORISED ABSENCE IS ABSENCE WHICH HAS NOT BEEN EXPLAINED OR ABSENCE WHERE WE DO NOT CONSIDER THE REASON TO BE ACCEPTABLE

Warning letters, fixed penalty notices and Parental prosecution

There may be occasions when it becomes necessary to issue warning letters to parents advising of our concerns.

If no improvement is made then a **fixed penalty notice** may be issued. In some very rare cases the academy may have to consider parental prosecution under section 444 of the 1996 Education Act.

KEEPING US INFORMED OF ANY ABSENCES PREVENTS US FROM CONTACTING YOU UNNECESSARILY.

attendance
MATTERS

How can you help?



Contacting the academy

Please contact us as soon as possible to inform us of any absence the same day. To report any absence, inform us of any future absence or advise us of changes to contact details, please contact the academy and ask to speak to The Attendance Team on 01925 579502 who will take the necessary details. Any other issues or concerns should be made to your child's form tutor who will deal with these in the first instance.

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ATTENDANCE &
PUNCTUALITY

A guide for parents & carers

"I can, I do and I will be"



Full attendance is important

We want all students to take advantage of the opportunities provided by Beamont Collegiate Academy. Evidence shows that there is a link between poor attendance and underachievement.

Good attendance helps students to develop a sense of responsibility and helps them to form good habits that prepares them for the world of work.

Students not in school are more at risk of failing to achieve, they run a greater risk of getting involved in crime or becoming victims of crime.

Students who have irregular attendance may find it difficult to catch up with work and miss out on social experiences within the academy.

We want all students to fulfil their individual potential and in order for this to happen we need your co-operation and support in ensuring that we have full attendance and excellent levels of punctuality.



The law requires that parents/carers are responsible for ensuring that their children attend school and are on time. This guide will explain clearly what our expectations are regarding attendance and punctuality and how we will deal with any problems or issues to do with your son/daughter in this area.

Attendance and Punctuality

We expect your child to attend Beamont Collegiate Academy every day unless they have one of the following authorised absences:



- He/she is too ill to attend
- He/she has a medical appointment
- Other circumstances authorised by Beamont Collegiate Academy

We also expect your child to be punctual to every lesson and would ask that you reinforce this with your child. Late entry to lessons disrupts the learning of other students and we will take action if an issue with lateness persists.

Unauthorised Absence

This occurs when your child has been absent and the absence has not been explained or we do not consider the reason for the absence to be acceptable. Some reasons we consider unacceptable are:

- Taking the last day of term off
- Lack of uniform
- Looking after younger children
- Birthdays
- Shopping
- Holidays in term time

Governors or the Principal will not authorise any holiday in term time. It is parents'/carers' responsibility to check term dates.

Truancy

This occurs when your child misses school without authorisation or registers for school but does not attend lessons. We will not accept truancy and we will inform you of any suspected truancy and will place your child in detention.

What will we do to monitor attendance and punctuality?

- We will contact you on the first day of absence by telephone, if you have not informed us your child is absent.
- We will send you an absence letter if we have not been able to contact you.
- We will send you attendance and punctuality statistics as part of our progress reports.

90% attendance means that Lee is absent from lessons for one half day every week!

Mon	Tues	Wed	Thu	Fri
		X		

90% attendance is 10% absence

90% attendance means a 34.7% chance of getting 5 A* - C

In Year 7 Lee's attendance means that he missed the equivalent of 4 whole weeks (19 days) of lessons in a school year!

Sept ← 38 school weeks → July

XXXX

Absent for four weeks

If Lee continues to attend for only 90% of the time then over 5 years he will miss the equivalent of about one half of a school year (20 weeks)!

Sept ← July

Y7	Half a year absent from school
Y8	
Y9	
Y10	
Y11	

This means you now have a 60.4% chance of getting 5 A*-C at GCSE!

If you make the choice to come in 6 extra days (2 per term) then you will have 93% attendance