



## Bournville Attendance Awards 2014-2015



We are running our successful Attendance Awards programme again this year.

Our School Council have chosen a **BIKE** and **FAMILY DAYS OUT** as prizes for the end of year **Attendance Star Prize Draw**.



**Make sure your child is in school on time to earn their attendance marks  
The more your child is in school, the more they are rewarded!**

Attendance will be measured at the end of term 2, term 4 and term 6. We will hold a special attendance assembly in January and April to reward children with greater than 98% attendance with a certificate to mark their achievement.

At the end of the school year, children with greater than 98% attendance for the whole year will receive a special badge and will be entered into the Attendance Star Prize Draw. The draw will take place at our end of year attendance assembly in July. Tickets will be entered into the draw as:

Children with 98% attendance for the year - 1 ticket  
Children with 99% attendance for the year - 2 tickets  
Children with 100% attendance for the year - 3 tickets

Children that have achieved **100% attendance** for the year will also be treated to a **special lunch** at the end of term 6.

Last year our whole school attendance was 94.7% which was an increase of 1.8% from the previous year. The national average is 95.2%. Our target this year is to achieve 97% attendance!

### **Why Attendance Matters.....**

School gives your child a wide range of important experiences and opportunities from academic lessons, educational trips and school clubs allowing them to develop their interests, create friendships and achieve their full potential. Regular school attendance means that your child can make the most of their education.

### **Absence from school means your child misses out.....**

Teachers plan lessons and experiences to link learning. Planning is detailed and tailored to meet the needs of individual children over time. Missing out sections of this means your child will miss out too. The progress that children make in this school is outstanding; make sure you help us keep it that way by making sure you get your child into school every day and on time.

## What you can do to help improve your child's attendance

- Medicine can be brought to school (including that which requires refrigeration), as long as it is accompanied with a completed parental request form authorising the school to administer the medication. **Forms are available from the school office.**
- Discuss any concerns you may have with your child's Teacher. We are here to help.
- Avoid taking Holiday in Term Time. There are 190 school days in a year leaving 175 in which to take holiday.
- Ensure your child arrives at school before 8.50am for registration.

### Holiday's Taken During Term Time

Headteacher's are no longer allowed to authorise leave of absence unless there are exceptional circumstances relating to the application and evidence is provided to support the request. The expectation is that term time holidays should not be planned or booked as they are likely to be unauthorised and could lead to the **Local Authority issuing a fine.**

### Medical Appointments

Please inform us if your child has a medical appointment. Parents are asked that wherever possible they remove their child from school for the minimum amount of time.

The register is taken twice a day at 9am and 1pm. If your child is at a medical appointment during these times it has to be recorded as an absence even if they come into school after the appointment.

If at all possible please arrange appointments for after school or after your child has received their morning or afternoon register mark to avoid unnecessary absence marks.



### Reporting Absence

If your child is away from school for any reason you must telephone us on the first day of absence before 9am to give an explanation of the reason for absence and expected duration of absence. If you fail to do this it will be recorded as unauthorised.

Absence without explanation or authorisation will be recorded as an unauthorised absence in the register. Attendance is monitored by North Somerset Education Welfare Officers. Unauthorised absences could lead to the Local Authority issuing a penalty notice.



### Arrive On Time

The school playground and gates open at 8:40am, classrooms open at 8:50am and **registration closes at 9am.** Children arriving after 9am will be entered as late in the register.

### Rewards for Brilliant Attendance

Brilliant attendance will be rewarded with certificates and a star prize draw (worth well over £500) at the end of the year for those children who have an attendance of 98% or over for the school year!