

What if you cannot come to school?

A parent must contact the school office to notify the school of an absence.

We will contact you if we do not receive a call on a daily basis to ensure that your child is safe. This is our safeguarding responsibility.

Here is some information about absence...it often surprises parents and children.

Attendance Rate	Days Absent in School Year	Weeks Absent in School Year
100%	0	0
95%	10	2
90%	20	4
85%	30	6
80%	40	8

For our parents...

Think about the following:

If it is an 'odd day' illness...

- Is my child really so ill that they cannot attend school?
- Would they be absent if it was the day of a school trip?

If it is an appointment...

- Does this appointment need to be in school time?
- Does my child need a whole day off for an appointment?

West End Academy



Attendance Policy

Every Day Counts



Attendance Policy

What does good attendance look like?

We should all make sure that we arrive promptly at school at 8:45am each day. This means that we can have a calm, happy and positive start to our day.

Our school attendance target is **96%** for the year.

We should all aim for **100%** attendance.

100% ATTENDANCE

You should only be off school if you are really poorly. For example, if you have chicken pox or if you vomit.

What happens if you have good attendance?

Each week, the class with the highest attendance percentage receives an apple on the attendance tree in our school hall. At the end of the term, the class with the most apples receive a special treat from their teacher, such as a movie afternoon or a special craft activity. If a class achieves **100%** attendance in the week, they will receive a shiny, golden apple.

Children with 100% attendance for all of the school year will receive a special certificate at the end of the school year.

Why do we need to come to school?

It is really important to come to school each day. At school, you can learn lots of new, exciting things as well as remembering all of the things you have already learnt.

Coming to school every day helps us to build strong, happy friendships and be part of our class team.

There is a link between attendance and attainment. The more that we are in school, the more we increase our chances of fulfilling our potential!