



ATTENDANCE INFORMATION

Is your child's attendance affecting their performance?

Illness

Young people should not normally need to miss school for minor illness such as colds, headaches or period pains.

If young people are really unwell, then they should stay at home until they are better.

If a student is too ill for school during the day, they should also be too ill for playing sport in the evening, going out with friends or going shopping.

Messages and notes

Parents/carers are expected you to contact the Academy and inform us of their child's absence on the first day of non-attendance before 8.45am, or as soon as possible thereafter, then every day of absence following. This must be followed up with a note on their return.

If a student needs to leave the Academy for any reason during the school day, they should bring a note from their parent/carer; this can be in their planner. On exit, they must also be signed out at Reception, so that we know who is on site for legal reasons and health & safety (ie in the event of fire etc).

Being Away

Only 2 out of 10 students who miss more than a day a week get good exam results.

There is no right to take holidays during term time.

The Principal will only authorise absences in extreme circumstances. The cost of a holiday is **not** considered to be an extreme circumstance.

A parent/carer should contact us beforehand if their son or daughter needs to be away for a special reason such as a funeral.

Doctors, dentists and hospital appointments should be arranged after school or in the school holidays whenever possible.

By law, we are required to take a register of who is present and who is absent twice a day; at the start of the morning session and at the start of the afternoon session. It is also the practice of this Academy to register all students at the start of every lesson, every day.

This information is used by Educational Welfare. If they are concerned about a student's attendance they may decide to prosecute.

If there is a problem with a student not wanting to/ refusing to attend, parents/carers are requested to contact the Academy and make us aware as soon as possible or encourage them to talk through the problem with their Tutor or Pastoral Leader. We will do everything we can legally ensure your child is happy at Oasis Academy Mayfield.

PLEASE NOTE:

Penalty Notices

A penalty notice is a £120 fine (£60 if paid within 28 days). This is an alternative to prosecution when a student's attendance is unsatisfactory.

Prosecution

Parents/carers who do not send their child to school are breaking the law. In some extreme cases parents have been sent to prison.

Police Patrols

If a police officer finds a child of school age in a public place, they can take them back to school, if they believe they are playing truant.

Please consider the facts...

- Repeated lateness is classed as truancy, say the courts
- The first and last days and weeks of terms are as important
- Missing the odd day can become a habit, which would not be accepted in the work place
- Your child only has a right to education - please help them to make the most of it
- A two week holiday during term time will reduce your son or daughter's attendance to only 95% over the year
- Only 2 out of 10 students who miss more than a day a week get good exam results
- If a student is absent half a day every week their attendance will only be at 90%
- 90% attendance in Year 7 is the equivalent of four whole weeks of lessons missed per school year!
- If 90% attendance is continued over the 5 years, this is equivalent to approx one half of a school year!

Please try to set a good example of punctuality to your children.

Encourage your son or daughter to pack their bag the night before.

See that they go to bed at a reasonable time the night before a school day.

Give them an alarm clock and encourage them to set it with enough time to get ready for school without rushing.

To report an absence, please contact reception on: 023 8032 8128