



Davington Primary School



Attendance Matters

At Davington Primary School, we recognise the importance of good attendance and punctuality so that your child can flourish academically and socially, experiencing the wide range of opportunities that our school provides. Please take some time to read the information in this leaflet, and do get in touch with me if you have further questions.

Mr C Saint, Headteacher

What the Law says...

As a parent, it is your legal responsibility to ensure that your child regularly attends school. It is an offence to permit absence without good reason.

What the Government says...

Having 10 days off in a year falls below 95%. **If a child's attendance falls below 90% this is classed as 'persistent absence'**. At Davington, our target is 100% because we have **high expectations** and know that the best attendances makes the best learners.

If your child is not well enough to attend school

Please contact the school office 01795 532401 or email office@davington.kent.sch.uk as soon as possible if our child is not well enough to attend school, giving a specific reason for the absence. Because we have a duty of care for safeguarding your child, we will contact you if we do not hear from you, to ensure your child is safe.

Authorised and Unauthorised leave of absence

As a rule, absences are authorised for illness and medical appointments. Taking a leave of absence without prior discussion or consent will be unauthorised.

What about holidays?

Holidays are unauthorised leave of absence. Any leave of absence, including holidays must be requested in writing explaining the circumstances and reasons for the planned absence, at least 24 hours in advance. Requests should be sent to the Headteacher.



Punctuality

Your child can arrive at school from 8.40am with registration at 8.55am. Arriving after this time can be unsettling for your child. It can disrupt their classmates and the teacher, and they may have missed the start of a lesson. Regular lateness builds up over the year and can affect your child's attendance percentage.

Persistent Absence (below 90%)

Each term, the school's persistent absence data is monitored and shared with the Local Authority. It is the school's responsibility to monitor those children whose attendance has fallen below 90% and to support families in trying to improve their child's attendance percentage. Unfortunately, if improvements are not made, then this is where the LA can intervene and issue penalty notices, a situation we want our families to avoid having to go through.

Support from the school

We do not want any in school barriers to hinder your child's attendance.

Please speak to your child's class teacher or our Family Liaison Officer if something in school is worrying them, so that we can support you and your child.

Attendance and punctuality may also be affected by out of school events. Please keep in touch with us, as we will always try to help and support you where we can. You may be invited in for a meeting where the school can offer support in how to improve attendance. We encourage families to engage with this support, to avoid the need for the Local Authority involvement.

If your child attends school between 95% and 100%, they have the potential to achieve their best, educationally and socially.

We thank you for your support in getting your child to school on time, every day, when they are well.