

## WHAT MILDENHALL COLLEGE ACADEMY IS ENCOURAGING OUR PARENTS AND CARERS TO DO



- Send your children to school on time every day.
- Take holidays only during school holidays.
- Always phone if your child is too ill to go to school.
- If your child wakes up feeling unwell, give appropriate medication and see if they are well enough to attend school later on - avoiding a full day of absence.
- If you arrange medical or dental appointments, try to insist on an appointment that doesn't impact or minimises the impact on school hours wherever necessary.

## WHAT IS AUTHORISED ABSENCE?

Your child's absence is only acceptable if:

- Leave has been authorised by the academy.
- Your child cannot attend due to illness, injury or other unavoidable causes such as family bereavement.
- Your family are observing a time of religious importance.

The academy is no longer permitted to authorise any leave of absence relating to holiday requests in term time, unless under 'exceptional circumstances'. The final decision about any request for a leave of absence lies with the Principal.

## WHAT ARE THE POSSIBLE IMPLICATIONS FOR UNAUTHORISED ABSENCE?

- A school based meeting to discuss the Academy's concerns.
- Referral to the Education Welfare Officer (EWO).
- Fixed penalty notice will be issued for holidays during term time and for poor attendance. The amount is £60 per parent, per child, if paid within 21 days. This increases to £120 if paid between 21 and 28 days. After 28 days the case is forwarded to the Magistrate's Court.
- An education supervision order and in extreme cases the possibility of prosecution.

**REGULAR SCHOOL ATTENDANCE IS VITAL IN ENSURING THE CHILDREN MAXIMISE THE EDUCATION OPPORTUNITES AVAILABLE TO THEM. IT IS ALSO AN IMPORTANT ELEMENT IN SAFEGUARDING THEM FROM HARM.**

### ABSENCE FROM SCHOOL

In the event of your child's sudden absence from school, please let us know by calling us on 01638 714645 before 8.30am stating your child's full name, tutor group and reason for absence.

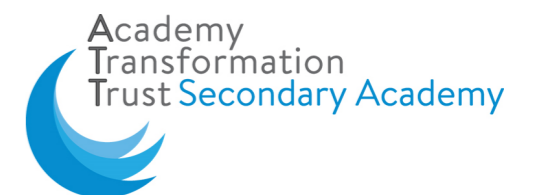


**Mildenhall College**  
A C A D E M Y

# ATTENDANCE

## A guide for parents and carers of students attending Mildenhall College Academy

**This booklet explains how you can meet your responsibilities for making sure your child attends Mildenhall College Academy regularly**



## WHY IS SCHOOL ATTENDANCE SO IMPORTANT?

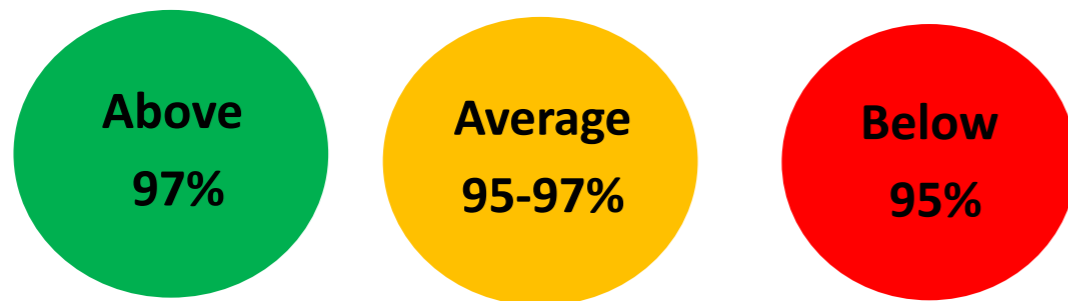
- Students who attend school regularly are more likely to achieve good results and reach their full potential.
- Attendance at a school supports children's emotional and social health and development.
- Good attendance will help you to give your child the best possible start in life.
- Good attendance helps develop learning habits that will last into later life.
- Good attendance increases opportunities for post 16 education and for positive references for future employers.
- Students who have attended their school regularly have a better chance of getting and keeping a good job.



**Research published on the Suffolk County Council Website shows the positive impact that good school attendance has on the academic achievement of students.**

95% Attendance = Very good chance of achieving the higher grades at GCSE  
90% Attendance = Less than 50% chance of 5 GCSE passes  
88% Attendance or less = Less than 30% chance of 5 GCSE passes

### Attendance Matters

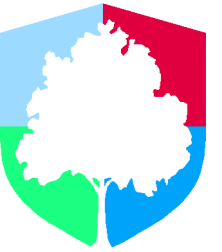


**What zone are you in?**

**“Make every day count”**

## WHAT RESEARCH SAYS ABOUT THE POTENTIAL EFFECTS OF POOR ATTENDANCE

- Children who are frequently absent from school, without a good reason, are 12 times more likely to leave school without any qualification.
- Young people who truant are three times more likely to break the law.
- Children who do not attend school are more likely to be victims of crime or abuse.



- **99.5% Attendance = 1 day off in a school year**
- **94.7% Attendance = 10 days off in a school year**
- **90% Attendance = 20 days off in a school year**
- **90% attendance during years 7-11 is equal to half a year of absence**
- **90% attendance during all primary and secondary years is equal to a whole year of absence**

### LATENESS = LOST LEARNING

(Figures below are calculated over a school year)

5 minutes late each day = 3 days lost!  
10 minutes late each day = 6.5 days lost!  
15 minutes late each day = 10 days lost!  
20 minutes late each day = 13 days lost!  
30 minutes late each day = 19 days lost!

**“Every minute counts”**