

## What to do if your child is absent

Under current laws your child will be regarded as truanting from school if you do not let us know why he/she is absent. We do ask you therefore, to let the school know by telephone on the first day of your child's absence, if your child is not attending school for any reason. This will prevent you being telephoned or visited by Mrs Cottle, our Parent Support Advisor.

Please refer to the enclosed booklet on absence.

During the past year there were 263 children registered for at least one session. 17 children were recorded as absent without authorisation on at least one occasion. The number of unauthorised absences was 428. Overall attendance for the past year was 95%; this is in line with Government expectation.

If your child's attendance falls below 95%, then their attendance will be monitored daily, in addition Mrs Cottle, Parent Support Advisor, will make contact with you to discuss the reasons for their absence.

If your child's attendance falls below 85% then our Local Authority Senior Welfare Officer, Mrs Mitchell, will become involved and legal proceedings may ensue if an immediate improvement in attendance does not occur.

Do please contact school at the earliest opportunity, regarding your child's attendance. In cases of genuine difficulty, you will be supported.