



Attendance Information for Parents/Carers



ATTENDANCE REALLY MATTERS

Every day missed from school has an impact on your child's achievement. The statistics are really clear:

73% of children who have over 95% attendance achieve five 5-9 grades at GCSE whereas only 3% who have attendance of 50% do.

If your child is off school they will miss important learning. This missed learning builds up to have a huge impact that is not always understood. For example:

- 90% attendance is the same as 4 weeks of school missed each year. 4 weeks is the same as missing 100 lessons.
- 90% attendance every year from the age of 5 to 16 is the same as missing more than one whole school year.
- Being 15 minutes late each day is like losing 10 days of schooling each year.

Given these figures it is easy to see why children who are absent are less successful at school. Children who attend regularly are also happier, healthier and have more stable friendships. Put simply – good attendance means a better education and so better life chances.

It is every parents' legal responsibility to ensure their child attends school regularly. We recognise that this is not always easy to achieve and so we will:

- Work with you and support you to meet your responsibilities
- Employ specialist staff who are experienced in helping children and families overcome the barriers to good attendance
- Provide you with regular information about levels of absence and express concern if attendance is too low
- Use the sanctions available to us when attendance is low and not improving.

The next two pages in this booklet aim to help you make sure that your child's attendance is as good as it could be:

- Document explaining different levels of attendance and what these mean in terms of the impact on a child's education and what the next steps might be
- Advice from the NHS about how long a child should be absent from school when they are suffering with a common illness. We appreciate that every child is different, however these are the guidelines that schools adhere to.

You will see that our expectations are very high and we certainly do not want children to miss school because of holidays or other events which must be scheduled in the 13 weeks a year when the school is closed.

If you have any concerns regarding your child's attendance please, in the first instance, email your child's class teacher or admin@medina.portsmouth.sch.uk

NHS Absence from School Advice

Type of Illness	NHS recommended period to be kept away from school	NHS further advice and comments
Diarrhoea or vomiting	This may vary in each case, please contact school for advice	This may vary in each case, please contact school for advice
Cough and cold	None	None
Flu	Until recovered – medical evidence to be provided to school	None
Whooping Cough	5 days from start of antibiotics – medical evidence to be provided to school	After treatment non-infectious coughing may continue for many weeks
Conjunctivitis	None	None
Head Lice	None	Please provide treatment at home
Mumps	5 days from onset of swelling – medical evidence to be provided to school	Mumps in teenage children can cause other serious medical complications
Tonsillitis	None	There are many causes, most are due to viruses and do not need antibiotics
Cold Sores	None	Avoid contact with the sores
Impetigo	Until lesions are crusted and healed or 48 hours after starting antibiotics – medical evidence to be provided to school	Antibiotics can speed the healing process and reduce the infectious period
Warts and Verrucae	None	Verrucae should be covered in swimming pools, changing rooms and for gymnastics
Fever	24 Hours	None
Headache	None	If headache is severe and accompanied by other symptoms consult your GP.
Chicken Pox	5 Days – medical evidence to be provided to school	Kept away for recommended period from onset of rash.
Shingles	None	Absence only required if rash is weeping and unable to be covered.
Covid-19	In accordance with Government guidelines	In accordance with Government guidelines

Where medical evidence is required this should be either evidence of an appointment with a medical professional or evidence of prescribed medication.

Prescribed medication will only be administered, in school, if required more than 3 times daily.

If you are unsure whether your child should stay off school, please contact school on 023 92375475.

WHAT DOES YOUR CHILD'S ATTENDANCE MEAN?

Category	Impact on your child's progress at school...		School/Local Authority Actions
100% OUTSTANDING	<ul style="list-style-type: none"> No lessons missed! No time off for appointments or illness 	Best chance of success – every opportunity available to make progress	<ul style="list-style-type: none"> Headteacher Award 100% attendance termly certificate 100% attendance annual certificate/prize Reward in celebration assembly Positive comment on reports home Improved attendance certificate
98% GOOD	<ul style="list-style-type: none"> Very few lessons missed Only 3 days absence in a year 	Very good chance of meeting at least expected grades	
95% REQUIRES IMPROVEMENT	<ul style="list-style-type: none"> 10 days (two weeks) 50 hours of lessons missed 	Less chance of success: 50 hours of teaching to catch up on....	<ul style="list-style-type: none"> Medical evidence required for absences School Fixed Penalty Notice warning letter for irregular attendance Close monitoring of attendance on a weekly basis Referral to School Nurse
90% SERIOUS CONCERN *PERSISTENT ABSENTEE STATUS	<ul style="list-style-type: none"> 20 days (four weeks) absence in a year 100 hours of lessons missed 	Less than 50% chance of achieving expected grades	<ul style="list-style-type: none"> School reports pupil as a Persistent Absentee to Governors, Local Authority (LA) Medical evidence required for absences LA Fixed Penalty Notice Warning letter requested Referral to Early Help agencies as appropriate Home visits from LA School Attendance Team as appropriate
Below 85% UNACCEPTABLE *PERSISTENT ABSENTEE STATUS	<ul style="list-style-type: none"> 30 days (six weeks) absence in a year 150 hours of lessons missed 	Less than 30% chance of achieving expected grades	<ul style="list-style-type: none"> Direct action from LA – School Attendance Team and specialist support Fixed Penalty issued Risk of prosecution by LA Regular formal meetings in school to review attendance plan Possible neglect/safeguarding concern raised with Social Care

***Weekly attendance cup for the class with the highest attendance percentage.
Half termly non-uniform day for the class with the highest attendance percentage.***

Please note that pupils with diagnosed medical conditions, or serious injuries, may have Individual Health Care Plans agreed with parents, the school and professionals and therefore are not necessarily subject to the procedures outlined above.

Evidence of all medical appointments must be provided to the school office.