

# Attendance

## Persistent and severe absence

Any child with attendance of 90% or below (regardless of the reason for any absences) is considered to be a persistent absentee by the government. This equates to missing ½ a day of school every week. A child with attendance of 50% or below is considered a severe absentee.

## Do you know what your child's attendance percentage is?

If your child is persistently or severely absent, the school might organise a meeting to find out what could be causing the absences and what is needed to help make things better. This may result in the creation of an attendance contract or referrals to services such as Early Help and Preventative Services, who may be able to provide your family with additional support.

## Advice for schools

The school might also contact the Kent PRU and Attendance Service at Kent County Council for advice and in cases of severe or persistent absence.

All the information covered in this leaflet is available at:

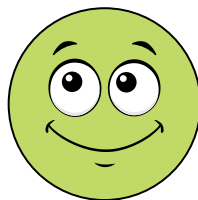
[www.kent.gov.uk/education-and-children/schools/school-attendance](http://www.kent.gov.uk/education-and-children/schools/school-attendance)

There are 190 days in a school year, which leaves 175 days to spend on whatever you choose.



**190 DAYS**  
**100%**

Very best chance of success



**183 DAYS**  
**96%**

Off to a flying start



**179 DAYS**  
**94%**

Less chance of success



**175 DAYS**  
**92%**

Harder to make progress



**MORE THAN 19 DAYS' ABSENCE**  
**LESS THAN 90%**

Persistent absence, not good for your child

Positive attendance for all ...



## School Attendance: A Guide for Parents & Carers

Kent County Council works closely with schools and other services to promote the regular attendance of children at school.

## Your responsibility

**You have a legal duty to ensure your child receives a regular education at school or otherwise, which will help give them the best possible chance of success in life.**

If your child is of compulsory school age and registered at a school, but absent without good reason, the school may choose not to authorise any of those days. This could result in the council taking action against you for each child absent, including:

- **A fine (penalty notice)\***
  - **Attendance Prosecution through the Magistrates' Courts which could lead to a fine of up to £1,000 or a parenting order being issued.**
  - **An Education Supervision Order (ESO) through the Family Courts.**
- \* **Your child's school may apply for the council to issue a penalty notice to you if:**
- Your child goes on holiday without the headteacher's permission.
  - Your child is absent or late without a suitable explanation, or none is provided.

You may receive a penalty of **£160** for each child's absence if paid within **28 days**, reduced to **£80** if paid within **21 days**.

If a second penalty is issued in a 3 year rolling period the fine is **£160** with no option to pay the reduced rate.

A third penalty cannot be issued in a rolling 3 year period and therefore you may face prosecution in the Magistrates' Court which could result in a maximum fine of **£1,000**.

[www.gov.uk/school-attendance-absence/legal-action-to-enforce-school-attendance](http://www.gov.uk/school-attendance-absence/legal-action-to-enforce-school-attendance)

## Attendance matters

### Too ill to attend school?

Children can attend school with minor ailments (toothache, headache, stomach ache, cold, sore throat). If you are unsure how long your child should be absent with an illness, ask your child's school, GP or pharmacist for advice.

### Medical appointments

All routine appointments should be booked outside school hours. If your child is absent for medical reasons, your child's school may ask to see 'medical evidence' (e.g. copy of a prescription, medicine packaging with a label or appointment card). If you are unable to provide this, the school might not authorise the absence.

### Absence during term time

Your child must not be absent from school:

- For day trips / birthdays / holidays
- If weather is bad or you are running late
- To care for other family members
- Due to the illness of a parent or sibling.

The school will only authorise an absence in very exceptional circumstances, such as in the event of a family emergency.

### Reporting absences

It is a parent / carer's responsibility to notify school with the reason if their child will be absent.

[www.childrenscommissioner.gov.uk/back-into-school/resources-for-families/](http://www.childrenscommissioner.gov.uk/back-into-school/resources-for-families/)

## Every day counts

### Punctuality

Arriving late to school is unsettling for your child and can be disruptive for their teacher and other children in the class. It is important your child arrives on time. If your child arrives late, this will be marked in the register. If your child arrives very late, this may be recorded as unauthorised absence for the whole morning. Be sure you know the times the school marks pupils as late.

Minutes late per day	Equals days-worth of teaching lost per year
5 minutes	3.4 days
10 minutes	6.9 days
15 minutes	10.3 days
20 minutes	13.8 days