



Guilden Sutton Church of England Primary School

Love and Justice for All

School Attendance

At Guilden Sutton Primary School, we wish to emphasise the importance of attending school regularly. Our school attendance is regularly above 96%, which plays a vital part in achieving our aims for all children.

Absence from school – Please call or email the school or use School Spider– to report the reason for your child’s absence. In the case of illness, please be specific (eg: sickness, chickenpox), so that the class teacher can be made aware of any possible infections or implications.

If we are not notified of the reason for your child’s absence, he or she will be marked as ‘unauthorised absence’, and please note that Fixed Penalty Notice fines may be issued to parents whose children have been marked unauthorised absent for five or more days in any term.

Where possible, please make routine medical or dental appointments outside school hours, as collecting pupils early interrupts the teaching process. If you do need to collect your child early, please notify the School or Class teacher of the appointment in writing.

Holidays during term time – It is the policy of Guilden Sutton Primary School not to automatically authorise term-time holidays, and Fixed Penalty Notices may be issued where a child has unauthorised holiday for ten or more sessions (five days).

There is no right that enables parents to take a child out of school for a term-time holiday. To put this in context, schools are open to pupils on 190 days of the year which leaves 175 days for holidays and visiting family. If you decide to take your child out of school, their learning will be affected.

Below is a table showing the national guidelines for attendance: -

Your Child’s Attendance	National Guidelines
100% - 95%	Optimum chance to achieve well. Your child is taking full advantage of every learning opportunity.
94.99% - 90%	Satisfactory, although your child may have to spend time catching up with work they have missed.
Below 90%	Cause for concern:- <ul style="list-style-type: none">• Your child may be at risk of underachieving.• Your child may need extra support from you to help catch up with missed work.• Your child may be missing out on a broad and balanced education.

We hope you will find this information useful and that you will continue to work with us to further improve attendance at Guilden Sutton Primary School. Further information can be found on our school website.