



**Medical Appointments**

If your child has to have a medical appointment in school time please do your best to arrange this after 2 pm, then your child can have their registration mark for the afternoon before you pick them up.

If it needs to be in the morning, please try to bring them to school first to get their mark and return them to school afterwards.

Every half day absence has to be classified by school as authorised or unauthorised. This is why information about the cause of any absence is always required.

Authorised absences are absences from school with a good reason like illness, where a child is too ill to attend, medical appointments which unavoidably fall in school time and emergencies or other unavoidable cause.

Unauthorised absences are those that school does not consider reasonable and for which no leave has been given. This type of absence can lead to the authority using sanctions or legal proceedings.

**Holidays from school**

Please think carefully before taking your child out of school during term time. In law you must ask permission for your children to miss school.

Leave in term time will only be agreed where the Headteacher feels there are exceptional circumstances. It is unlikely leave will be agreed if attendance is already a concern and there are unauthorised absences.

Parents/Carers who take a child of compulsory school age on holiday without permission may be issued with a Penalty Notice. To help your child succeed in school, you should:

Arrange family holidays to coincide with school holidays.

Never take your child out of school when there are important tests or assessments

Be aware of the potential impact on your child’s education There is no automatic entitlement in law to take time off in school time to go on holiday.

**Punctuality**

Please make sure you are on time for school every day so you don’t miss any valuable learning time

**School Every Day**

At Wellesbourne we know that excellent school attendance is the key to successful schooling and we want to ensure our children have the best educational experience.

Attending school every day will help give your child the best possible start in life.

Going to school every day means:

Learning new skills

Making friends

Having lots of fun

Building new relationships

Taking part in exciting activities

**You can help us to help your child by encouraging**

**regular school attendance.**

Regular attendance ensures children have the best chance to succeed, develop their confidence and to make and keep lasting friendships. Although we aim for 100% attendance each year we set a target for attendance. This is used to compare us to other schools nationally. **Our target is 97%.**

**Reducing Illness Days**

If your child is saying they feel unwell and you are unsure whether this warrants a day off, please send them to school. If they are truly ill, then we will contact you.

Poor punctuality or leaving before the end of the school day is not acceptable.

School data shows a link between poor attendance and underachievement.

Pupils who are late or leave early can also disrupt lessons, which can be embarrassing for the child and disrupt the rest of the class.

**Missing just 10 minutes of school a day is the**

**same as missing two weeks over the year!**

\*School starts at 8.55 am and ends at 3.15 pm for Key Stage 2

School starts at 9.00 am and ends at 3.15 pm for Key Stage 1 and Reception.