

Monitoring Absence

The attendance of all students is monitored. Where there is a concern about absence, the Head of Year or a Support Worker will be in contact with you.

Where there is a serious concern Mrs Doran, our Education Attendance Officer **will** be involved.

What to do when your child cannot attend school

Call the Attendance Officer, Mrs Cameron, on 01278 410567 between 9 am and 3 pm. If out of hours please leave a clear message on the answering machine or email: JCameron@educ.somerset.gov.uk

Information you will need to have to hand:

- Student name and Tutor Group
- Symptoms
- Have you made a doctor's appointment
- Homework/Coursework that may be missed
- When your child is expected to be back (remember you will need to phone then as well)

Holidays in Term Time

The school follows government guidance.

Taking your son/daughter out of school for two weeks (10 days) will reduce attendance to 94% before any account is taken of days off for illness, etc.

- Holidays in term time are not an entitlement. Parents do not have the automatic right to take their children out of school during term time for holidays.
- Absences as a result of holiday will not be authorised unless there are exceptional circumstances which meet the criteria and only if a student's attendance is at least 95% for the current and previous academic years.
- Parents/Carers should apply well in advance and **before booking any holiday**
- Holiday application forms are available from the school reception



Chilton Trinity Technology College

Chilton Street, Bridgwater,
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ATTENDANCE AT SCHOOL

IS A PRIORITY

**Guidelines for Parents
and Students**

Why does attendance matter? The Importance of Good Attendance

Research shows that there is a direct link between good attendance and achievement in school. Poor attendance can have a direct effect on a student's attainment and their future life chances.

For example, 90% attendance might sound quite acceptable but what that means in reality is.....

- You are absent **one day every fortnight**.
- It adds up to **four weeks absence out of every year**.
- In 5 years this would add up to **half of a school year missed**.
- This results in having only a 75% chance of getting 5 A*-C at GCSE. Also achieving all other qualifications will be affected in a similar way.

- ⇒ Absent one day a month 87% chance of getting 5A* - C at GCSE
- ⇒ Absent one day a fortnight 75% chance of getting 5A* - C at GCSE.
- ⇒ Absent one day a week 20% chance of getting 5A* - C at GCSE.

Do you think an employer would find these rates of attendance acceptable?

Habits of poor attendance and lateness in school are often repeated in working life which is why employers do ask the school for such information as part of references.

The better the attendance the greater the achievement

Cause for Concern

If there are concerns about your child's absence then one or more of the following could occur:-

1. Regular contact from school.
2. Home School Liaison Worker involvement
3. School liaison with the Education Attendance Officer to discuss support for improvement in attendance.
4. Follow up attendance surgeries/Non School Attendance Meetings led by the Education Attendance Officer.
5. Possible legal action if there is no improvement in attendance. This could lead to a fixed penalty fine or prosecution.

**LATE TO SCHOOL
LATE TO LESSONS
LATE TO WORK**

**STOP THIS HABIT
NOW BEFORE IT
SERIOUSLY DAMAGES
YOUR OPPORTUNITIES
IN LIFE**

Good Attendance is Celebrated Rewarding Good Attendance

At Chilton Trinity all staff understand how important attendance is and encourage a positive ethos regarding attendance for all students. Individual attendance is monitored closely and tutors and teachers monitor attendance lesson by lesson.

Attendance certificates are awarded termly:-

Certificate

100%	Gold
97.5%	Silver
95%	Bronze