

Making a Difference Together

Every Child Matters. Every Lesson Counts. Every Day Matters.

Attendance Partnership Agreement

Why Attendance Matters

At Park Brow Primary School, we want every child to be happy, feel safe and achieve their very best.

Regular attendance is one of the most important factors in ensuring children succeed academically, socially and emotionally. Every day in school provides valuable learning opportunities, helps children develop friendships and supports their overall wellbeing.

We believe that the best outcomes are achieved when school and families work together to support excellent attendance and punctuality.

What We Will Do

We will:

- ✓ Provide a safe, caring and welcoming environment where every child feels valued.
- ✓ Support children to enjoy school and develop positive attitudes towards learning.
- ✓ Promote and encourage good attendance and punctuality.
- ✓ Celebrate excellent attendance and improvements in attendance.
- ✓ Work closely with families where attendance concerns arise.
- ✓ Offer support and guidance to help overcome barriers to attendance.
- ✓ Treat all children and families with kindness, fairness and respect.

Attendance Support

Our Attendance Officer, **Miss Mossman**, is available to support children and families.

If you are experiencing difficulties that are affecting your child's attendance, please contact us as early as possible. We will listen, explore possible solutions and work with you to provide support.

What Parents and Carers Can Do

We ask parents and carers to:

- ✔ Ensure their child attends school every day unless they are genuinely too unwell to do so.
- ✔ Ensure that if one of their children is too unwell for school that siblings do attend
- ✔ Ensure their child arrives at school on time and ready to learn.
- ✔ Notify school before the start of the school day if their child is absent.
- ✔ Avoid arranging holidays and other non-essential absences during term time.
- ✔ Inform school of any circumstances that may be affecting attendance or punctuality.
- ✔ Work in partnership with school to support their child's attendance, wellbeing and success.

If Your Child Is Absent

If your child is unable to attend school, please notify the school before the start of the school day and provide the reason for the absence.

If we do not receive notification, we will contact you to ensure your child is safe and to establish the reason for the absence.

Working Together

We recognise that families may sometimes face challenges which can affect attendance.

If difficulties such as illness, anxiety, family circumstances, housing, transport or other issues are affecting your child's attendance, please speak to us as soon as possible. Early communication allows us to provide support before concerns become more significant.

If one child in the family is unwell, please send other children to school if they are well enough to attend.

If you are unsure whether your child is too ill for school, please refer to NHS guidance or contact us for advice.

Why Every Day Counts

We want every child to attend school as close to **100% of the time as possible**.

Attendance below **90%** is classed as **Persistent Absence** and will result in additional monitoring and support from the school.

Every lesson counts and every day missed is learning that cannot be fully replicated.

Our Shared Commitment

At Park Brow, we believe that every day matters. By working together, school and families can help children attend regularly, arrive on time and make the most of every opportunity to succeed.

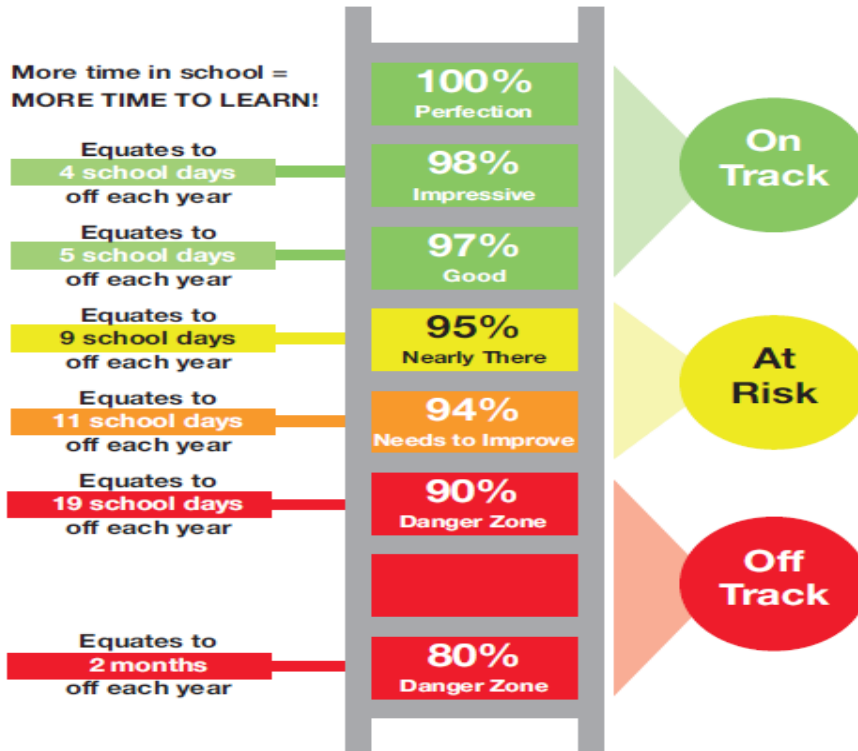
Kirkby Collaborative

All Kirkby schools are part of the Kirkby collaborative of schools and have a shared agreement on attendance. Please see below.

Kirkby Collaborative of Schools ATTENDANCE LADDER

All pupils should aim to have 97% or above attendance

How close are you to reaching the top?



For every day you are absent from school,
5 hours of learning is lost.

KIRKBY
COLLABORATIVE OF SCHOOLS



Kirkby Collaborative of Schools

Attendance Matters

Target 97% or above

5 days or less lost learning

Why is attendance important?

- To learn.
- To have fun.
- To make new friends.
- To experience new things in life.
- To develop awareness of other cultures, religion, ethnicity and gender differences.
- To achieve.
- To gain qualifications.
- To develop new skills.
- To build confidence and self-esteem.
- To have the best possible start in life.

What can happen if your child doesn't attend everyday?

If children don't come into school regularly

- They might feel a bit left out
- They may not know how to do the work
- They may get left behind
- They may have to make friends again

Education is not an option – it's compulsory.

How the Kirkby Collaborative of Schools supports families with attendance

Across the Kirkby Collaborative of Schools, we understand that children may sometimes struggle with attendance for a variety of reasons. Our shared approach is to work positively and in partnership with families, ensuring every child is supported to attend school regularly and thrive.

If a child's attendance becomes a concern, schools within the Kirkby Collaborative will:

- Make early contact with parents and carers to understand any barriers to attendance
- Offer supportive, practical advice and agree clear next steps together
- Provide pastoral and wellbeing support for pupils in school
- Set achievable attendance targets and review progress regularly
- Signpost families to additional support services where appropriate
- Maintain open, respectful, and ongoing communication

Our priority is always the **wellbeing, safety, and success of every child**. By working together with families, schools in the Kirkby Collaborative aim to remove barriers to attendance and help every pupil develop positive habits that support lifelong learning

What will happen if your child misses school without a good reason?

- **Holidays during term time** - As leave of absence is only granted in exceptional circumstances, it is unlikely that your child's headteacher will agree a leave of absence for a family holiday.

If permission is refused and you keep your child off school on the days requested, you are likely to be committing an offence and be issued a fixed penalty notice or be prosecuted by your local authority.

- **Issue a fixed penalty notice, otherwise known as a 'fine'** – Under the national rules, all schools are required to consider a fine when a child has 5 days for unauthorised reasons within a 10-week period. From August 2024, the fine for school absences across the country will be £160 (if paid within 28 days) and £80 (if paid within 21 days). The fines are per parent, per child.

If you do not pay the fine after 28 days you may be prosecuted for your child's absence from school and fined up to **£2500**.

- **Issue an Education Supervision Order from the family court** – if the council thinks you need support getting your child to go to school but you're not co-operating, they can apply to a court for an Education Supervision Order. A supervisor will be appointed to help you get your child into education. The local council can do this instead of, or as well as, prosecuting you.

School may make a referral to Social Care due to Educational Neglect

- **Prosecute you** – this means you must go to court. You could get a fine, a community order or a jail sentence up to three months. The court could also give you a Parenting Order.