Promoting and Celebrating Attendance

We care about your child's education and want our students to make the most of their experiences in school.

We reward high levels of attendance in a variety of ways including:

- Named on Attendance Board.
- Letter home to parents/carers.
- Chocolates for the form with the best attendance.
- Stamps from form tutors.

At the end of the academic year, any student who has achieved 100% attendance will receive a certificate and be entered into a prize draw.

DID YOU KNOW?

If children attend school between 95% and 100% of the time, they have the potential to achieve their best educationally and socially.

Children find it easier to build and sustain a range of social relationships when they regularly attend school.

Going to school is directly linked to improved exam performance.

Good attendance shows potential employees that you are reliable.

If you are facing any difficulty with your child's attendance or punctuality please don't hesitate to contact Mrs Bell on 01246 450825 or email attendance@wgs.derbyshire.sch.uk.

Our full Attendance Policy can be viewed on the school website www.wgs.derbyshire.sch.uk/ School-Policies

Dream Reach Achieve

Attendance

Information for Parents and Carers

Attendance

Whittington Green School believes that good school attendance is essential and that pupils cannot achieve their full potential if they do not regularly attend school.

As a school and as parents and carers we have a shared responsibility to ensure that your child attends regularly. Every day that a child is absent from school is an opportunity missed.

Absences

If your child is absent you need to contact us on 01246 450825 before 8:30am. You can also email attendance@wgs.derbyshire.sch.uk. Please give a reason for the absence and let us know the day you expect your child to return to school.

Illness in School

If your child feels unwell at school, they should report to Reception. Staff will call parents/ carers if there are any immediate concerns. Otherwise, they will check that they have had enough to eat and drink and allow them to have a short break before returning to lessons. They should report back to Reception if they continue to feel unwell and parents/carers will be contacted. If a child needs to go home the illness will be authorised but will still have an impact on their attendance.

Punctuality

School starts at 8:35am every morning and it is essential that your child is in registration by this time. If they are late they will receive a break detention for the same day.

Holidays/Days off

The Department of Education's legislation relating to holidays during term time **does not** entitle parents or carers to take their child on holiday during term time so you would be expected to observe the school holidays as set by Derbyshire County Council.

Therefore, in the majority of cases, the Head will be unable to authorise holidays or days off in term time and will only be able to grant a leave of absence in exceptional circumstances.

Any request must be submitted in writing by completing a Leave of Absence Request form which is available from the school office.

Each request will be considered individually and we would like to remind you that an authorised absence will still affects a student's attendance figure.

If parents or carers do take children out of school during term-time without authorisation from the Head, they may be subject to penalty fines.

Traffic Light System

We use a traffic light system to record and monitor attendance.

Red—below 90%

Cause for concern.

Amber —90% - 95%
Improvement needed.

Green—Above 96%
Keep up the good work!

If your child is in the red category, we will be in touch to see how we can support you to improve your child's attendance.

The attendance of every student in the red category will be reviewed after 4 weeks. We may hold an Attendance Panel Meeting with you if improvements are not being made.