



Aviemore Primary School Attendance Policy

Good attendance is important because:

- Statistics show a direct link between under-achievement and poor attendance.
- Regular attenders make better progress, both socially and academically.

As a parent you can help us by:

- Ringing on the first morning of all absences with the reason and saying when the child will return – before 9.15am.
- Arranging dental and medical appointments out of school hours or during school breaks.
- Bringing your child to school before and returning them after medical appointments where possible.
- Keeping us updated by telephone, email or letter if your child has an extended period of absence due to illness

As a school we promote good attendance and safeguard children by:

- Acknowledging and rewarding good attendance annually.
- Publishing your child's attendance rate on her/his annual school report.
- Following up unexplained absences after registration, with a text on the first morning. If we fail to make contact, we will conduct a home visit by day three at the latest.
- Letting you know if we have concerns regarding your child's attendance. We review attendance and punctuality on a four weekly basis and issue letters to parents/carers when a child's attendance falls below 90%.
- If we continue to have concerns, make a referral to the appropriate department. E.g Social Work

Authorised Absence

Some absences are allowed by law and are known as “authorised absences” for example: if a child is ill, family bereavement, religious observance, exceptional domestic circumstances, etc.

Unauthorised Absence

There are times when children are absent for reasons, which are *not* permitted by law. These are known as “unauthorised absences” for example: holidays during term time, family days out, haircuts, birthdays.

Holidays

- Only in exceptional circumstances will holidays be allowed during term time.
- Parents/carers wishing to apply for leave of absence for term-time holidays need to write a letter or send an email to the Headteacher in advance of the holiday so that a letter of acknowledgement can be sent in reply.
- Please remember that the more time your child misses from school, the more difficult it is for them to catch up with their work. Valuable learning time is lost. A *good* understanding of the work can only take place when the pupil is in the classroom. For that reason we do not set learning activities to be completed at home when children are absent (with the exception of Covid isolations.)

School outings / visits / residential trips.

- Opportunities for children to attend these activities are provided. If children do not attend, they *are expected in school*, where alternative arrangements will be made for them.

We value your support in helping us to maintain high standards of attendance.

