



Attendance Policy

At Brays School, we acknowledge the individual needs of all of our pupils. As such, all absence will reflect the individual needs of the pupils.

Why we have an attendance policy:

The more that pupils attend Brays School, the better the progress that they make.

What do we want to happen?

By working together with families **#braysbelonging** to:

- More students regularly attending Brays School
- Less unauthorised or persistent (ongoing/long) absences
- Better outcomes for the pupils

Registration:

Registration is between **9am and 9:15am**. Registers close at 9.30am. If they arrive after 9:15, they will be recorded as LATE. If they arrive after 9.30am, they will be recorded as ABSENT.

What happens when a pupil is absent?

You must tell us why your child is not attending as soon as possible. We ask parents and carers to call the school office on 0121 743 5730 by 8.30am.

If we don't hear from you, we will contact you for a reason. If there is a concern about your child's absence we will work with you to improve this **#teamwork**.

If there is no improvement in attendance without an authorised reason, a formal route may be initiated, and this could include **prosecution/legal action**.

Requests for leave of absence:

These are only accepted in exceptional circumstances. Family Holidays are not a authorised absence and may result in your family being fined. Please make medical appointments, where possible, outside of school hours.

New Attendance rules!

1 I'm a single parent of one child and we want to go on a holiday for a week.

Your holiday will not be authorised and you must talk to the school before you book anything. Your child will miss 5 days of school and given a penalty notice fine. The fine is **£160** but if you pay it in 21 days it will be reduced to **£80**.

2 For every child a penalty of £160 is given.

4 children & 1 parent = £640

Reduced to **£320** if paid in 21 days.

4 children & 2 parents = £1280

Reduced to **£640** if paid in 21 days.

3 Irregular attendance 10 in 10

If your child is absent for 10 or more sessions in 10 weeks and their absences are unauthorised. The school will consider prosecution.

1 day = 2 sessions

4 If in any period of not more than 3 years, your child has a 2nd and 3rd leave of absence or pattern of irregular attendance...

2nd Time

1 child = £320

2 children = £640

3 children = £960

4 children = £1280

No discount for early payment

3rd Time

A penalty notice fine will not be given. Instead, your case will be taken to court. Magistrate can fine each parent **£2500** for each child.

1 parent & 4 children = £10 000

2 parent & 4 children = £20 000

Key strategies to improve attendance:

- Brays School to provide stimulating, accessible, and high-quality teaching **#equality**
- Views of families listened to and attendance information communicated clearly to families **#respect**
- Accurate attendance records **#safety**
- Arrange multi-professional support for attendance **#teamwork**

Roles & Responsibilities:

Brays School:	Families:
<ul style="list-style-type: none"> • Support attendance for all pupils • Monitor attendance • Report to Local Academy Council • Take into account the views of families and work together 	<ul style="list-style-type: none"> • Support your child's regular attendance • Provide explanation for any absences • Don't take your child out of school in term time • Communicate any concerns with Brays School



#BraysBelonging
where everyone TREKS together

Teamwork

Respect

Equality

Kindness

Safety