

ATTENDANCE



Every Day Counts... be on time!

Important information about changes to the start of the day

New Gate Times



Thank You!

We would like to say a big thank you to families for ensuring your children are in the garden before 08:45 when the main gate closes. This has had a very positive impact on learners across the school and has created a much smoother start to the morning.

What the Teaching staff say about the impact of our new gate time

It creates a calmer start to the day

It allows learners to have more time for their morning learning

Everyone is welcomed in the Garden Room

It frees up teacher time and increases the number of adults in the Learning Zone.

Safeguarding - it makes it easier to take the register.

Term Dates 2021/22

Term	First Day of Term	Last Day of Term	Inset Dates
4	Monday 28 th February	Friday 8 th April	Wednesday 16 th March
5	Monday 25 th April	Friday 27 th May	
6	Monday 6 th June	Thursday 21 st July	Friday 8 th July

Term	First Day of Term	Last Day of Term	Inset Dates
1	Monday 5 th September 2022	Wednesday 19 th October 2022	Thursday 20 th & Friday 21 st October
2	Monday 31 st October 2022	Friday 16 th December 2022	-
3	Wednesday 4 th January 2023	Friday 10 th February 2023	Tuesday 3 rd January 2023
4	Tuesday 21 st February 2023	Friday 31 st March 2023	Monday 20 th February
5	Monday 17 th April 2023	Friday 26 th May 2023	-
6	Monday 5 th June 2023	Friday 21 st July 2023	Friday 7 th July

Requesting Absence from School

REQUESTS FOR ABSENCE SHOULD BE SUBMITTED AS SOON AS THE ABSENCE IS ANTICIPATED, WHEREVER POSSIBLE, AT LEAST 4 WEEKS IN ADVANCE.

For all absence, apart from illness, permission must be sought in advance by completing a 'Leave of Absence Request Form.' These are available on the school website, can be collected from the Welcome Zone or can be requested by emailing the attendance email.

My child is too ill to attend school

If your child is too ill to attend school, parents / carers should phone the Welcome Zone **BEFORE 09:00** on the first day of absence.

If your child is ill for more than one day, **you will need to call on each morning of the absence BEFORE 09:00**, unless otherwise agreed by the school.

To report an absence, please call the school office on **0117 370 9860**.

Please explain clearly the symptoms your child has, when the symptoms started, and when you expect them to be well enough to return to school.

By law, schools must record all pupil absences, whether the absence is authorised or unauthorised.

Holidays / Term Time Absence

Wallscourt Farm Academy does not authorise absence unless in exceptional circumstances.

We think it's important to reinforce that every day matters. Any absence from school does have an impact on your child as it causes interruptions in the sequence of learning which in turn impacts on each learner's progress.

The law requires regular attendance at school and unauthorised absence may result in a Penalty Notice which is a fine of £60 if paid within the first 21 days and £120 if paid within 28 days. Penalty notices are issued per parent per child. If the fine is not paid within 28 days parents could be prosecuted.

Penalty Notices are intended as a sanction for low level offences and a tool to support improved school attendance. They are an alternative to prosecution and may not be issued if prosecution is considered to be a more appropriate response to a pupil's unauthorised absence.

Prosecution under s444(1) of the Education Act could lead to fines up to £1000 (per parent, per child).

Please do remember that we are here to help in any way we can. If you have any concerns about your child and their attendance that you wish to discuss with the school, please contact a member of the attendance team on 0117 370 9860 or email attendance@wfa.clf.uk



Happy to Help!



Helen Rea
Attendance Lead



Esme Whitlock
Attendance Administrator

We hope that we can work together to ensure that all learners at Wallscourt Farm Academy achieve excellent attendance so they can excel at school.