



Cheshire West & Chester Council

# Attendance Really “ Does Matter



## Accessing Cheshire West and Chester Council information and services

Council information is also available in audio, Braille, large print or other formats. If you would like information in another format or language, including British Sign Language, please email us at:

**equalities@cheshirewestandchester.gov.uk**

**Tel:** 0300 123 8 123 **Textphone:** 18001 01606 275757

**email:** equalities@cheshirewestandchester.gov.uk

**web:** www.cheshirewestandchester.gov.uk

## School attendance and absence

You must make sure your child gets a full time education that meets their needs (for example if they have special educational needs).

Children must get an education between the school term after their 5th birthday and the last Friday in June in the school year they turn 16.

You will be contacted by the school if your child does not turn up (even if they are only absent for a day).

You can be prosecuted if you do not give your child an education and send them to school. You'll normally get warnings and offers of help from the school first.

You can only allow your child to miss school if either they are too ill to go in or if you have advance permission from the head teacher.

## Holidays in term time

You have to get permission from the head teacher if you want to take your child out of school during term time.

You can only do this if you make an application to the head teacher in advance (as a parent the child normally lives with), or if there are exceptional circumstances.

It's up to the head teacher how many days your child can be away from school if leave is granted.

You can be fined for taking your child on holiday during term time without the school's permission.

## Help with getting your child to go to school

School will discuss attendance problems with you and agree a plan to improve your child's attendance. In west Cheshire this could be the offer of a Team Around the Family (TAF). For more information about TAF search 'Team Around the Family' on [cheshirewestandchester.gov.uk](http://cheshirewestandchester.gov.uk)

## School attendance information

If your child's attendance is above 96% you are giving them the opportunity to achieve and succeed.

Do you know...90% attendance means four whole weeks absence from school. This means your child could struggle with their school work.

If your child arrives late they may feel embarrassed, struggle with class work and not be ready for the day.

Please ensure your child arrives to school on time every day.

If your child arrives after the register has closed you could be issued with a **fixed penalty** notice warning. This fine is up to **£120 per child**.



### DID YOU KNOW

- 5 minutes late each day = 3 school days lost!
- 10 minutes late each day = 6.5 school days lost!
- 15 minutes late each day = 10 school days lost!
- 20 minutes late each day = 13 school days lost!
- 30 minutes late each day = 19 school days lost!

