

Hemblington Primary School

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September 20th 2017

Dear Parents and Carers,

Attendance at School and Legal Intervention

You will be aware that the law requires all parents to ensure that their child attends school regularly. Research has shown that children often do not catch up on work missed, which can have serious consequences for their learning and progress, and ultimately their life chances. The Government is very clear that all schools must aim to have the highest attendance possible for all of their pupils in order for them to achieve their maximum potential, and that no child should miss school apart from in exceptional circumstances. Schools are required to continue to take steps to reduce absence to support children's attainment.

The Local authority now operates a system where any pupil will meet the criteria for legal intervention where they have:

- 10 consecutive sessions of unauthorized absence where some or all of the absence may be attributed to an unauthorised holiday in term-time.
- 15% unauthorised absence over a period of 6 school weeks for reasons other than unauthorized term time holiday.
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Pupils at Hemblington Primary School who meet either of these criteria will be referred to the local authority for action to be considered.

If a Fixed Penalty Notice is issued, it is a fine of £60 per parent per child which must be paid in one payment within 21 days. If unpaid, a further invoice of £60 per parent per child is issued. Both invoices would then have to be paid, making a total payment of £120 in 28 days. You should be aware that failure to pay the total amount within the timescale will result in legal action being taken.

Although there has been much in the media of late about challenges to these decisions in the courts, the principle of good attendance having a beneficial effect for your child's learning is the one we continue to be most concerned about at Hemblington. Our aim is to ensure that our pupils receive the most from their education and I am sure we can count on your support in this matter. We monitor attendance closely, and will contact you if we are concerned about your child's attendance for whatever reason. If you find yourself in any difficulty regarding ensuring your child attends school regularly, please come and see me immediately for support.

Yours faithfully,

A handwritten signature in black ink that reads 'CA Edmunds'.

Christine Edmunds