

Cornerstone Church of England (VA) Primary School

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Mr T Clarke Headteacher



Building our Community with Love, Forgiveness and Hope
Growing an Inspirational Learning Community

30 June 2017

Attendance update

Dear Parents,

Firstly, we would like to thank all parents and families who work hard in partnership with us to ensure their children attend school regularly and punctually. Regular attendance at Cornerstone is defined as 97% which is our attendance target for this academic year. We would like to thank our parents in particular for responding so effectively to the changes in law related to leave of absence from school being for exceptional circumstances only.

Following on from the Supreme Court's judgement on the Isle of Wight Council's appeal, we would like to remind you of Hampshire's position regarding issuing fixed penalty notices as a means to improve attendance and performance.

Where parent/carers choose to ignore the law, all schools must take legal action through a penalty notice fine or prosecution in court if:

- A child has unauthorised absence for 10 or more sessions within a 100 session period
- A child is continually late to school and this lateness is unauthorised for 10 or more sessions
- A child has any unauthorised absence during any formal examinations, assessment or testing

Please note that each parent/carer can be issued a separate penalty notice for each child.

Similarly to the world of work, pupils should only be absent or late to school when they are ill or for medical or dental appointments, where these cannot be scheduled outside school hours.

Any other absence needs to be requested and will only be authorised if the criteria of "exceptional circumstance" (defined as "rare, significant, and unavoidable") is met. In all cases, the decision is the Headteacher's. Leave of absence request forms are available from the school office and parents are advised not to make any arrangements until the request has been considered.

All children must meet certain expectations of punctuality too. The school day starts at 8.45am with children expected to arrive no later than 8.50am to ensure a prompt start to the day. If a child arrives after 9am, an "unauthorised absence" will be recorded for one session.

If attendance or punctuality is a cause for concern, we will be in touch to discuss this with you to see what support we can put in place to ensure that your child's attendance at school is acceptable.

"This is a happy school where pupils achieve well in terms of their personal, as well as academic development and are growing up as responsible caring young people." Ofsted 2015

You might also find the following websites useful for further information on attendance and the school day at Cornerstone:

<http://www3.hants.gov.uk/education/hias/learning-behaviour-attendance/attendance-guidance-for-parents/possible-penalties.htm>

<http://cornerstoneprimary.hants.sch.uk/school-information/attendance/>

<http://cornerstoneprimary.hants.sch.uk/parents/school-day/>

Thank you again for working with us to ensure that all our children maximise their potential to learn and grow.

Yours *sincerely*,

A handwritten signature in black ink, appearing to read 'Tim Clarke', written in a cursive style.

Tim Clarke
Headteacher

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