



Did you Know?

- A morning off school = 3 hours missed
- An afternoon off school = 2 hours missed
- A day off school = 5 hours missed

Every minute missed is a missed learning opportunity for your child

Being on time for school matters



Punctuality

We like a calm start to your child's learning and that is why our school opens from 8.40

- Pupils are expected to arrive at Honilands school no later than 8.50 for registration
- Children arriving after 9.00 am are recorded as an unauthorised absence.

Parents should ensure their children come to school on time.

- Being late puts children at a disadvantage. You miss notices and important learning.
- It interrupts lessons.

office@honilands.enfield.sch.uk



Important Attendance Information for Parents



Missing lessons makes it hard to catch up

Rewards and Recognition

We want to encourage all pupils to have excellent attendance. To support this aim, we give out certificates to pupils whose attendance is 100% each term. Many of our pupils receive these certificates. Children with 100% attendance for the year receive gifts. We also have weekly and termly attendance reward for classes.



Missed lessons = Missed learning

Missed Lessons = Missed fun with friends

Missed lessons = Missed rewards

Missed Lessons = Missed opportunities

Attendance Targets Advice for Parents



Our target is at least 95% attendance for every pupil in every class in every year.

Legal Requirement

If your children are aged between 5 and 16 you must make sure they attend school regularly and stay in school. **This is the law. You can be taken to court for breaking the law.**

Medical appointments

Parents should make every effort to arrange medical and dental appointments after school, or during school holidays. If there is no alternative and your child has to be absent, please inform the School Office. Children should attend school before or return after an appointment.

Religious observance

Parent and Carers may apply for a child to be absent from school on the day of a religious festival, so that children can enjoy celebrations with their families. In most circumstances the Schools will authorise one day's absence.

Be aware if your child has frequent days off for minor illnesses, e.g. tummy ache, feeling sick. It may be a sign that there is a problem at school. Please speak with the school if you are worried about your child.

Authorised Absence and Penalty Notices



Absence

Any absence should be reported to the School on the first day of absence. This helps the school to know where all our pupils are. Parents and carers can explain absences but cannot authorise them. **Your child can be absent if he/she is too ill to go to school.**

Regular unauthorised absences where a parent has not provided a reason for absence mean that parents may be breaking the law.

Role of Parent/Carers

Parents, whose children are registered at school, have a **legal duty** to ensure that their children receive their education through regular attendance at school. **With Unauthorised Absence parents can be issued with a fixed penalty charge notice of £60 per parent per child by the local authority.**

Term time holidays

Parents should not take holidays during term time. Parents are expected to use holiday time for taking holidays and visiting family abroad. The Headteacher will not authorise holidays during term time. The School has the full support of our governors. Only in exceptional circumstances may the Headteacher authorise a child's absence.

For Parents/Carers and Pupils

Here are some things that parents/carers and pupils can do to get good attendance:

- Have a regular bedtime
- Have an alarm clock
- Get up at the same time everyday
- Leave early for school
- Get a friend to call for you and come to school together
- Get your equipment ready the night before and
- Have a regular time for your homework

Parents should also ensure their children:

- Arrive on time to school;
- Are wearing the correct school uniform

For Pupils

If you do not attend school every day, this is what happens:

"you don't know how to do the work..."

"you feel a bit left out..."

"you get left behind..."

"you have to make friends again..."

"you lose touch..."