



13th January 2022

Information for Parents/Carers

Attendance

We have recently updated our attendance procedures across Dartmoor Multi-Academy Trust. The link between a child's attendance at school and improved outcomes and life chances is well documented. We want to help all children and young people to fulfil their potential and get the most out of their education.

In line with our policy and government expectations all schools have the following procedures:

- If a child's attendance starts to drop the school will speak to the child/parent and discuss the reason for absence and any support needed.
- After 10 sessions of absence, you will receive a first attendance letter (there are 2 sessions in the school day, one in the morning and one in the afternoon).
- After 15 sessions of absence, you will receive a second attendance letter and you will be invited to have a meeting to discuss how we can best support your child to attend school more often. You will also be offered an Early Help meeting.
- If your child's attendance does not improve you will receive a third attendance letter and the Education Welfare Officer (EWO) will be informed.

Of course, there will be unavoidable absences for illness or medical appointments, but we want to minimise these where possible. Pupils and families will not be penalised for legitimate non-attendance due to Covid 19.

No term time holidays will be authorised unless there are exceptional circumstances. Every day in school counts, even a small drop in attendance can lead to a child missing a significant part of their education.

Please do not hesitate to get in touch with school at any time if you have any queries around attendance expectations and procedures.



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