



# Abbott Community Primary School

"Aiming high to achieve success!"

Head Teacher: Miss P. Wilson

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## Attendance Agreement

Abbott Community Primary School recognises the positive impact that good attendance and punctuality have on the educational attainment of children. School starts at **08:45** each day. Classroom doors will close at 08:50; anyone arriving after this time must report to the main office, where they will be marked in as late. Learning begins promptly on arrival at school. Any time missed is impacting negatively on your child's learning.

In line with current legislation, there is no entitlement for parents/carers to take their child on holiday during term time and this will not be authorised under any circumstances. Children have to attend school for 190 days per year; this leaves 175 days (including weekends) free for families to take holidays. Action may be taken against parent/carers who fail to ensure that their child is properly educated. The action may result in a formal warning, a fine, or an appearance at court.

Head Teachers have the discretion to grant leave for other events, **in exceptional circumstances**. If a Head Teacher grants a leave request, it will be for them to determine the length of time the child can be absent from school.

As parents are an essential part in children's learning, we need to work together to enable them to achieve their potential.

This signed document will be relevant for the duration of your child's time at Abbott Community Primary School.

### I understand that:

- Head Teachers may not grant any leave of absence during term time, unless there are exceptional circumstances.
- Parents/carers are legally required to request exceptional term time leave from the Head Teacher.
- If parents/carers take their children out of school during term time, for 5 or more consecutive days, and this is not authorised by the School, they can be issued with a Fixed Penalty Notice (Holiday Fine) of £60 (if paid in 21 days) or £120 (if paid between 21 and 28 days).
- Each parent/carer can be issued with a notice, one per parent per family, i.e. one fine per parent/carer per family, regardless of the number of children in the family.
- There is no right of appeal against the issuing of a Penalty Notice because the authorisation of absence is the sole responsibility of the Head Teacher.
- Where Penalty Notice(s) are unpaid, the Local Authority may consider taking legal action under Section 444(1) Education Act 1996, for failure to ensure a child's regular attendance at school.
- If this happens, the case will take place before magistrates, who could issue the maximum fine of £1000 per parent per child for this offence.
- Parents/carers who regularly take their child out of school during term time may be prosecuted via the Magistrates Court.

Head Teacher:

Attendance Officer:

Parent/Carer of: \_\_\_\_\_

Signed: \_\_\_\_\_

