

1.3 Going to school every day improves your chances of getting a job when you're older.

1.4 Being part of a class helps you to get on with other people and make a group of friends.

1.5 Going on school trips help you learn about the big, wide world outside of your local community.



1.6 Going to school means you will get to see your friends.

1.7 Good attendance at school is rewarded.

1.8 Purposely missing school is called truancy. This is against the law.

1.9 Being at school and keeping busy might help you sleep better at night.

## 2. Why is it bad not to attend school?

2.1 If you don't attend school regularly, you may:

- Get bad habits, e.g. being anti-social.
- Become lazy or bored.
- Get your parents into serious trouble.
- Fall behind with your learning
- Not make as many friends.



- Not get to see your friends very often.
- Miss out on fun events, such as school trips and celebrations.

## 3. Rewards

3.1 Our school has a reward system in place for good attendance.



3.2 You should aim to attend school on at least 96 percent of the days you are expected to.

3.3 Attendance certificates will be handed out in Celebration Assemblies once a term to pupils with 100% attendance.

3.4 Each week the Attendance Cup will be presented to the class with the highest weekly attendance.

## 4. Truancy

4.1 Truancy is when you are absent for part, or all, of a school day, or longer, and you have not told the school why.

4.2 Truancy is against the law and those found doing so will be punished.

4.3 If you are truant, your parents are then contacted in order to find out why you are not attending school.



4.4 If a child is truant:

- A letter will be sent to your parents.

- The letter will warn them that any more unexplained absences could result in a punishment.



- If you are absent from school again without reason, then your parents may be issued with a fine (this is an amount of money which your parents have to pay).

## 5. What if you can't come to school?

5.1 You should always attend school unless you are really ill / injured, or there is something else stopping you from attending.



5.2 If you cannot attend school, you need to make sure the school knows that you cannot come in by getting a parent to do one of the following:

- Ringing the school office on the first day you are absent.
- Writing a letter on the first day you cannot attend and sending it to school.



5.3 It is important that the school are told you will not be attending before 9.10 a.m., so staff members know that you are safe.



5.4 You may need to hand in a note from the doctor to the school office.

## 6. What are you responsible for?

6.1 You must be in classes by 8.50 a.m. if you are in KS2 and 9.00 a.m. if you are in KS1 every day, where the teacher will record that you are in school.

6.2 You must try to go to school every day that you are supposed to.

6.3 You should tell your parents if you do not feel well enough to go to school.

6.4 If your teacher gives you any work to do whilst you are off school, you must do this and give it to your teacher on the date they have asked for it.

6.5 If you have been told that it is okay to leave the school during the day, you must sign out at the office and sign back in again when you come back.

## 7. What are your parents responsible for?

7.1 Your parents must make sure you go to school if you feel fine and able to do so.

7.2 Your parents must tell the school before 9.10 a.m. if you cannot attend that day.

7.3 Your parents should promote good attendance at school.



7.4 Parents should try to book all doctor, dentist and hospital appointments outside of school time where possible.

7.5 If you need to go to a doctor, dentist or hospital appointment during school time, your parents must let the school know as soon as possible.

7.6 Parents must inform the school in advance if absences are required for religious reasons, including weddings and funerals.

## 8. What are the school responsible for?

8.1 The school will record your attendance every day.

8.2 When you are absent, the school will decide if it is 'authorised'.

8.3 If you are absent from school and don't report it to the school office, it will be recorded as an 'unauthorised absence'.

8.4 The school will keep an eye on your attendance and look out for any concerns.

8.5 Staff members are responsible for your safety and well being whilst at school.

8.6 Staff members will take immediate action when they are concerned that you, or another pupil, are missing school.

**EVERY DAY COUNTS!**

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at

**St Mary & St Thomas Aquinas  
Catholic Primary School**



## 1. Reasons to attend school

1.1 Going to school helps you to learn new things and make friends.

1.2 Taking part in school activities and clubs is fun.

