EVERY PUPIL 97% OR ABOVE!

We understand that there can be health problems

But:

Don't believe that the 'odd day off can't harm.' Research carried out on the effect of Broken Weeks and Achievement, is astounding. A student can have 95% attendance but still have 10 broken weeks! Hugely detrimental to a pupil's learning, leaving big gaps in knowledge!

- Try to judge how 'severe' the pupil's illness is. Do they really need to stay at home?
- How many of them are 'better' by lunchtime? Send them back to school!
- If a pupil has an extended or intermittent but persistent condition, contact the Attendance Officer or Head of House and arrange a meeting to discuss. There are lots we can offer to do, to prevent a pupil missing education.
- Non urgent Doctor, dental appointments and check-ups should be made outside school time.
- If an appointment must be set in school time, absence will only be authorised for a reasonable margin of time. Not half a day to go to local GP/dentist. We understand orthodontic treatments, hospital clinic appointments may take longer. Try to minimise time out of school.
- Try to vary the days of these treatments to avoid missing the same lessons in a cycle.

Pupils need to be in college to maximise their learning and success.

If you are experiencing difficulties getting a pupil into college – talk to us! There are many people who can help and advise; Tutor; Head of House; Attendance Intervention Officer, Attendance Officer. You can contact any of the above.

September to July

100% = no days absence from school

95% = 10 days absence from school – **40** lessons missed

90% = 20 days absence from school – **80** lessons missed

85% = 30 days absence from school – **120** lessons missed

80% = 40 days absence from school – **160** lessons missed

EXCELLENT ATTENDANCE IS YOUR KEY TO SUCCESS

Did you know……

73% of pupils with attendance of 95% or higher achieve at least 5 GCSEs grade C or level 4 or above

Only 35% of pupils with attendance of between 80-90% manage to achieve 5 GCSEs grade C or level 4 and above

Research shows that pupils with 5 GCSSEs grade C level 4 or above earn on average £350,000 more in their lifetime than those without the grades

Excellent attendance at school = 96% and above

The evidence is clear …..

EXCELLENT ATTENDANCE = GOOD QUALIFICATION = BETTER JOB!

BE HERE! BE ON TARGET

FIT

FOR SCHOOL

Attendance and Punctuality

at

Cardinal Griffin Catholic College

01543 502215 [option 1]

07860876047 for text message only.

absence@cardinalgriffin.staffs.sch.uk

Illness

If your child is ill, please telephone **01543 502215** and *press 1 for the absence line* or, alternatively, send a text message to **07860 876047** (24 hours service). The information you need to leave is:

Pupil's Name

Date of Absence

Year/Tutor Group

Reason for Absence

Note: It is acceptable for you to leave a message - you do not have to speak to the Attendance Officer unless you have specific issues you wish to discuss.

If we do not receive this information on each and every day of your child's absence, you will automatically receive a text message requesting you respond with the above information.

Upon return to College, parents are required to make a note in their child's daybook, confirming the reason for absence.

Should your child undertake medical intervention or attend a medical appointment we will require evidence of this.

College Texting Service

Registration is taken during Period 1. Once the registers have been taken, a text message will automatically be sent home to all parents of pupils with an absent mark. This is part of our safeguarding of pupils so it is important that your mobile phone number is correct and you contact us immediately.

It is therefore important that pupils follow the correct procedure in order to obtain a present mark. This will in turn prevent a text message being sent and avoid worrying you unnecessarily.

Lateness

If a pupil is late for morning registration (for whatever reason, including a late College bus), the pupil must report to Pupil Services to get a Pass.

Note: This applies to all pupils late for their first lesson even if they were in College early to see a teacher, attend a music lesson, an errand etc. Also, pupils arriving at College after a medical appointment must also report to Pupil Services to collect a Pass.

Without a Pass, pupils will be marked as absent and parents will automatically receive a text message to advise that their child was not present for morning registration.

Important Information on College Attendance

If your child's attendance drops below 97% you will receive a letter notifying you of the situation.

This percentage drop will take into account:

authorised/unauthorised absences

If you are unaware of any absences for your child, it is imperative that you contact us immediately in order that the appropriate checks/amendments can be made.

Any absence from College is a cause for concern!

Holidays

Holidays taken during term time cannot be authorised and therefore will be recorded as an unauthorised absence.

Attendance Officer

If you need to discuss/speak with the attendance office please contact Mrs V Bayliss on 01543 502215 ext 233