



Ravenscote Junior School
Attendance Newsletter
September 2023

We are very proud of our attendance at Ravenscote.

Generally, our attendance is very good, however, we would like your help maintaining this. Good attendance at school is not just valuable, it's essential. Going to school is directly linked to improved exam performance which should, in turn, lead to further learning opportunities and better job prospects. As well as this, going to school helps your child to develop friendships.

It is important that your child attends school to receive a good education. By law, as a parent or carer, you must make sure that if your child is aged between five and 16 (compulsory school age), they receive a suitable full time education. This means that your child should not have sessions of unauthorised absence. During term times, your child should attend school regularly unless they are ill or the school has authorised their absence.

If your child is too ill to go to school, you must let the school know.

School ensures that children have the best start in life and that they are equipped for succeeding both academically and socially so that they can achieve in their exams and manage relationships.

Appointments during the School Day

Please try to make all appointments outside of school time. If this is not possible please complete a Part Day Leave of Absence Form and return to the school office, along with proof of the appointment, in good time. Forms can be found on the school website. Please email to info@ravenscote.surrey.sch.uk

Absent from school due to illness

If your child is unwell and will be absent from school, please remember to inform the school by 9am at the very latest, EACH DAY of their absence. The simplest way to report your child's absence is by using your ScholarPack Parents App.

What parents can do to ensure good attendance at school

- Create good routines for mornings at home so that your child can arrive punctually and ensure they are properly equipped with the right uniform, PE kit, school bag, pencil case, water bottle and books.
- Read all school communications.
- Attend parents' evenings.
- Encourage and show interest; discuss their day with them.
- Check your child understands their homework and that it has been completed on time.
- Let the school know the reason(s) for any absence and a likely return date, on the first day of the absence and update the school daily.
- Make medical/dental appointments out of school time, whenever possible.
- Do not take holidays during term time.

Attendance Matters / Commitment Matters

Something to think about.....

There are 190 learning days each school year.

95% attendance = 9.5 school days missed each school year.

95% attendance = 34 junior school days missed.

90% attendance = 19 school days of lost learning each school year.

90% attendance = 76 junior school days missed.

90% attendance = Over 15 junior school weeks missed.

80% attendance = 37 school days missed each school year.

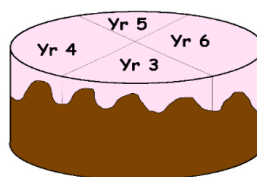
80% attendance = 152 junior school days missed.

80% attendance = 31 weeks of school missed during your child's time
at junior school =

Over 2 full terms of lost learning!

More than 155 English and maths lessons missed!

**You can't have your
cake and eat it!**



75% attendance over 4 years
in junior school means 1 year's
education lost.

Which year can you afford
to lose?

Holiday Requests

Holiday requests are not authorised during term time.

From 1 September 2013, a change to government legislation means that schools are no longer allowed to authorise requests for children to be taken out of school for a holiday during term time unless there are exceptional circumstances. These circumstances will be determined by Mrs Wells.

You must allow at least two weeks for Mrs Wells to consider your request. It is important that all parents complete our leave of absence form if their child requires time away from school. Forms can be found on the school website. Please email completed forms, along with your travel confirmation, to the school office. In accordance with the school's attendance policy it is a parent's responsibility to ensure that their children attend school regularly. Unauthorised absences during term could result in the issuing of a penalty notice. Each parent is liable to receive a Penalty Notice for each child. Days do not have to be consecutive. If holidays are taken at different times throughout the school year calendar or rolling 12 week period and the number of days off total 5 days or more, a penalty notice may be issued. The amount payable on issue of a Penalty Notice is £60 per parent, per child, if paid within 21 days of receipt of the Notice, rising to £120 per parent, per child, if paid within 28 days. If the Penalty Notice is not paid, the Local authority must prosecute the parent/carer for failing to ensure regular school attendance under Section 444 Education Act 1996.

Being late for school

It is important your child arrives to school on time. If they are late and miss the register, it may be recorded as an unauthorised absence. The school gate is open for pupils at 8.35am and registration closes at 8.45am.

Late Collection from School or Clubs

School finishes promptly at 3.25pm and Ravenscote teacher led clubs finish at 4.30pm.

It is expected that parents/carers collect their child(ren) on time.

Late Collections may result in a fine.

We understand and appreciate that children can become ill and that it is not easy to decide whether to send them into school or keep them at home, so to help you decide we have devised a useful advice guide:

Common Children's Illnesses and what to do.....

Minor Coughs, Colds and Sore Throats:

It's fine to send your child to school with a minor cough or common cold. But if they have a fever, keep them off school until the fever goes.

Ear Infections:

If your child has an ear infection with a high temperature or severe earache, keep them off school until they're feeling better or their high temperature goes away.

High Temperature

If your child has a high temperature, keep them off school until it goes away. A normal temperature in babies and children is about 36.4C, but this can vary slightly from child to child. A high temperature is 38C or more.

Head lice and Nits:

There's no need to keep your child off school if they have head lice. Please see your pharmacist for treatments. (please do let the school know so we can inform other parents to check and treat if needed)

Hand Foot and Mouth

If your child has hand, foot and mouth disease but seems well enough to go to school, there's no need to keep them off.

Chickenpox

If your child has chickenpox, keep them off school until all the spots have crusted over. This is usually about 5 days after the spots first appeared.

Vomiting and Diarrhoea

Children with diarrhoea or vomiting should stay away from school for 48 hours after their symptoms have gone.

Scarlet Fever

Your child can come back to school 24 hours after starting antibiotics.

COVID-19 Symptoms

If your child has mild symptoms and they feel well enough, they can still come to school. Your child should try to stay at home and avoid contact with other people if they have symptoms of Covid-19 **PLUS** either: a high temperature or they do not feel well enough to attend school or do their usual activities.

COME TO SCHOOL

Cough, Cold, Sore Throat, Headache, Feeling Sick, Tummy ache, Feeling Tired, Slapped Cheek Syndrome, Covid19 (without a high temp*).

We will always contact you if your child is ill during the day and we feel they need to be home in bed.

Please give your child appropriate pain relief (paracetamol or ibuprofen) before school.

Children often feel unwell if they are feeling anxious and very often feel better once in school. If in doubt please send them into school. We will always contact you if your child does not improve.

SEEK ADVICE

Rashes—this can be a sign of a serious illness. Check with GP if unsure.

STAY AT HOME

**Sickness and/or Diarrhoea—48 hours must have elapsed before returning to school from the last episode.
Fever, Flu, High Temperature, Chicken pox (until all the spots have crusted over)**

If in doubt please view the NHS website for guidelines:

www.nhs.uk/live-well/healthy-body/is-my-child-too-ill-for-school/

<https://frimley-healthiertogether.nhs.uk/parentscarers/child-unwell-ok-go-nurseryschool>