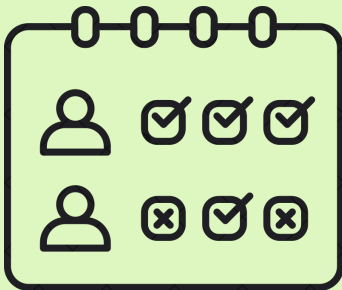


Attendance Expectations



As an education provider we aspire to high standards of attendance from all pupils and parents/carers. We strive to build a culture where all can and want to be in school and be ready to learn. We want our pupils to attend every day in order to access the timetable we offer.

In order for ACE to help your child to improve in terms of their wellbeing and education it is important for them to attend regularly. It is the legal responsibility of every parent/carer to make sure that their child receives that education.



The Department for Education expects schools to monitor and analyse weekly attendance in order to intervene and support where attendance does not meet the required level.

Daily: Our school day starts at 9.15am and 12.45pm. If your child has not arrived at ACE and there is no reason provided for the absence, then you will receive a call or a text from our school office. Your child's home school is informed of any absences. If the absence continues without explanation, following our safeguarding guidelines, further contact will be made to the home school who may carry out a Safe and Well check to your home address.

If no reason can be provided for your child's absence the absence will be recorded as unauthorised. Unauthorised absences may lead to SEN transport withdrawing support or a meeting with ACE about this.



Weekly:

At ACE we systematically analyse school attendance data to identify pupils that may need support. Where we begin to have concerns about a child's attendance we will initiate school led support in the first instance. When a pattern of poor attendance is spotted, school will agree how all partners can work together to resolve them. Good attendance is essential for children to achieve well academically and for their wider wellbeing.

You are invited to discuss any possible barriers and ACE will provide support in terms of an **Attendance Pathway**. Hopefully this will positively impact attendance and no further interventions will be needed.



If school led support is not working or parents and carers are not engaging, a meeting will be requested with the home school in order to review the placement at ACE under the Local Authority Section 19 provision.

Attendance Reminders to Parents/Carers

Term Time Holidays

Any term time holidays are unauthorised. It is the decision of the home school as to what action is taken.

Absence

It is a parent/carer's responsibility to inform ACE if your child will be absent. Please do this before 8.30 if your child is due in at 9.15 or before 12pm if your child is due in at 12.45.

Reporting an absence

- Call the Sandfield Park Office on 0151 228 0324
- Email - pupilabsence@sandfieldpark.liverpool.co.uk
- If your child has a medical appointment please attempt to make them outside of lesson time.

Good attendance is encouraged by:

- Pupils track their attendance every 2 weeks and set attendance goals.
- Attendance Certificates are awarded each half term for 100%, 95% and 90% attendance.
- Attendance Certificates are awarded each half term for most improved attendance.
- Attendance to each lesson awards pupils an Engagement Point which counts towards our reward system.

Attendance matters

Students who miss school frequently can fall behind with their work and do less well in exams. Good attendance also shows potential employers that a young person is reliable. Research suggests that students who attend school regularly could also be at less risk of getting involved in antisocial behaviour or crime.

Regular attenders make better progress, both socially and academically. Regular attenders find school routines, school work and friendships easier to cope with. Regular attenders find learning more satisfying.
