


# Parents and Schools in Partnership



## YOUR ACTION AS PARENTS

- ♦ Ask the Headteacher in advance for special permission for any absence other than illness.  
(Forms available from the Office)
- ♦ Contact the school on the first day of absence as soon as possible after 8.30 a.m.
- ♦ If possible, write a note to explain the reason for the absence when your child returns to school.
- ♦ Ensure your child arrives at school on time for the start of the school

- 
- ♦ Children only attend school for a maximum of 190 days a year. Help your child to make the most of this valuable time.
  - ♦ Unnecessary absence allowed by parents (condoned) can lead to truancy later.
  - ♦ Children who arrive late miss a vital part of the day.
  - ♦ You are legally required to ensure your child attends school regularly and arrives on time.



## OUR ACTION IN SCHOOL

- ♦ The Headteacher must decide whether the reason for absence is acceptable.
- ♦ We will check that your child is in school every morning and afternoon.
- ♦ We will follow up any unexplained absences by contacting parents on the first day of absence.
- ♦ Regular attendance and lateness will be monitored and referred to the Education Welfare Officer if necessary.

Regular attendance at school is important for your child's education and is a legal requirement. Responsibility for this rests with the parents.

Condoned absence now can lead to truancy later.

- ♦ Extended weekend breaks
- ♦ Days out
- ♦ Birthday treats which involve absence
- ♦ Shopping Treats
- ♦ Visiting relatives

These may all be reasons for being absent from school and by condoning them you may be encouraging bad attendance habits.

## Annual Holidays

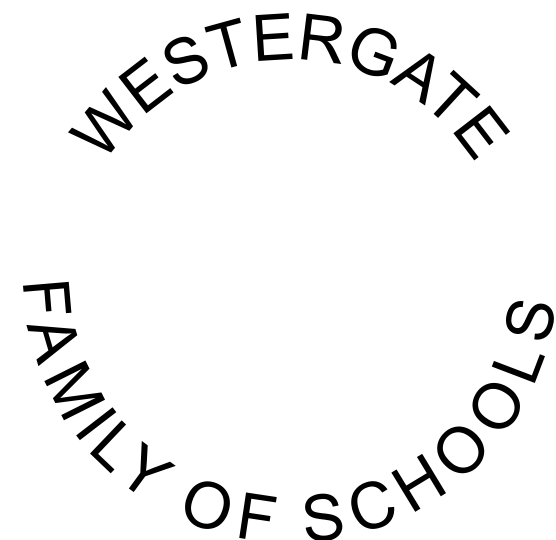
# The Education Welfare Service

## The Service

- ♦ Supports schools in maintaining high attendance.
- ♦ Supports pupils and parents who are experiencing school related difficulties.
- ♦ If you need help please contact the school or
- ♦ Education Welfare Service 01903

## Westergate Family of Schools Working Together

Aldingbourne Primary	01243 542913
Barnham Primary	01243 554588
Eastergate C.E.P.	01243 544427
Slindon, St Mary's C.E.P.	01243 814556
Walberton and Binsted C.E.P.	01243 554594
Yapton C.E.P	01243 554579



## Parents and Schools

## Working Together on Pupil Attendance