

**1 The Law**  
By law, all children of compulsory school age (between 5 and 16) must get a suitable, full-time education. As a parent, you are responsible for making sure this happens, either by registering your child at a school or by making other arrangements which provide a suitable full-time education. Once your child is registered at a school you are responsible for making sure he or she attends regularly.

**2 Why it matters**  
Regular school attendance is an important part of giving your child the best possible start in life and for their future. Your child will only get one chance at an education and research shows that children with poor attendance are at a disadvantage later in life. They often:

- Earn lower wages
- Have a higher chance of being unemployed
- Have low self-esteem
- Struggle to make and keep friendships

**An average attendance of 80% or less across a child's school life adds up to missing a whole 2 years from school**

**7 What to do if you are worried**  
Working together will get the best results for your child. Everyone wants them to reach their full potential. Ask to book an appointment with the form tutor, head of year or SENCO. Make sure your child understands that you do not approve of them missing school, but be on the alert for any particular reasons for non-attendance, such as bullying or problems with school work and discuss these with the school. **Discuss your worries with the school at the earliest opportunity - they want to help.**

## Attendance in Secondary School



**3 Why is good attendance important?**  
Research shows that children not in school are most vulnerable and more easily drawn into crime. More than 15 days off a year (below 90% attendance) can lead to poor GCSE grades. Parents must contact the school for any absences. Please be aware that calling the school or providing a note/email explaining does not automatically mean it will be authorised. This decision is made by the school.

**6 How you can help**  
Make sure you follow the school's procedure for letting them know if your child is off school. Co-operate with any support offered and talk with the school about what challenges you are experiencing, they can not help if they don't know. Try to make any appointments outside the school day or in the holidays. If it is during the day do not let your child miss the whole day. Any absences must be requested in advance and can only be authorised by the school.

**5 What happens if my child does not attend regularly?**  
The school may request a meeting and it is important to attend and be open about the challenges you are experiencing etc. They may inform you that they will no longer authorise your child's absence without proof of the reason. The school may instruct Slough Borough Council to issue you with a penalty notice or a warning period both of which could lead to prosecution.

**4 Why punctuality is important?**  
Being on time is vital. Punctuality is an important life skill for the world of work. If your child is struggling to get up it might be worth looking at whether they are getting enough sleep. It is worth considering healthy routines around the time spent on mobile phones, social media and gaming.  
**If your child is 15 minutes late very day they will have missed 2 weeks of learning a year.**

## Information for Parents