

Term Time Holidays

It is important that as a parent, you consider the implications of taking your child out of school during term time. Please consider the following:

All holidays in school time are unauthorised. The decision to issue a fixed term penalty notice of £60 per child, per parent will depend on the level of your child's attendance at the time a holiday is taken. (See attendance policy on the schools website).

Your child may be anxious about missing school as the continuity of learning will be significantly affected.

It is statistically proven that children who partake in one week of absence fall behind by up to two months.



MAKE SURE YOUR CHILD IS IN SCHOOL EVERY DAY.

Contacting School

We do recognise that there are times when your child is not well enough to come to school. In this instance, please notify school as soon as possible, on the morning of their first day of absence. We operate a first day response to parents/carers when there is an unexplained absence from school.



LARKS HILL J&I SCHOOL

LARKS HILL

PONTEFRACT

WF8 4RJ

01977 722845

admin@larkshill.wakefield.sch.uk

Absences can also be reported via Parentmail

Pontefract Academies Trust Attendance & Punctuality Information

Pontefract 
Academies Trust

Together - Inspire - Achieve

Why is Attendance & Punctuality so Important?

It is a legal requirement for a child to attend school full time from the term following their fifth birthday. That is the law.

Absence from school **will** disrupt your child's education, irrelevant of the reason. For this reason, no holidays are authorised during term time by our school.

Your child can fall behind easily through absence and it can be very difficult for them to catch up.

We all have high expectations for your child and ensuring that they attend school will give them the best possible life chances.



Parental Attendance Responsibilities

It is important that you make sure your child arrives at school on time and attends whenever possible. If you travel any distance, please allow time for traffic.

The school opens to children at 8.55am and registration starts at 9.00am External doors are locked at 9.10am and latecomers must then report to the school office. Children attending between 9.00am and 9.10am are considered as 'late'. After 9.10am will be recorded as an 'unauthorised' absence.

If your child is absent from school, you should notify us. School will always seek confirmation of absence as a matter of urgency, on the first day of absence.

It is important that your child isn't late for school. Latecomers miss the important start to lessons and it can be embarrassing and upsetting for your child.

Please try to arrange doctors, dentist & hospital appointments out of school hours.

School Attendance Responsibilities

School will work with parents and the Education Welfare Officer (EWO) to ensure your child is punctual and attends school regularly.

The school keeps a digital attendance record which is accessed by the EWO. They check for periods of unauthorised absence across the school every half term.

Reward systems are in place in school to encourage and promote good attendance.

Instances of poor attendance will be reported to the EWO by the school. In extreme cases where attendance falls below 90%, official warnings and fines will occur. (See Attendance Policy on the school website).

