



GIRLINGTON PRIMARY SCHOOL

Girlington Road, Bradford, West Yorkshire, BD8 9NR

Headteacher: Mrs Kathryn Swales

Telephone: 01274 493543 Email: office@girlingtonprimary.co.uk

15th September

Dear Parents, Guardians, Carers and Families

As part of our commitment to improving the attainment of our pupils, we monitor attendance on a regular basis. During our regular monitoring of pupil attendance, we identify any pupil whose attendance causes concern. If attendance is a cause for concern, we will pass your child's details to Bradford Council's Attendance Improvement Team, who will contact you in due course.

The information below shows how attendance can affect your child's future progression.

Above 97%: Less than 6 days absence a year

Excellent attendance! These young people will almost certainly get the best grades they can, leading to better prospects for the future. Pupils will also get into a habit of attending school which will help in the future.

95%: 10 days absence a year

These pupils are likely to achieve good grades and form a habit of attending school regularly, but are less likely to do as well as a child with 100% attendance. Pupils who take a 2 week holiday every year can only achieve 95% attendance.

90% and below: 19 days + absence a year

The Government classes Young People in this group as "Persistent Absentees", and it will be almost impossible to keep up with work. Parents of young people in this group could also face the possibility of legal action being taken by the Local Authority.

If your child's attendance falls below 90%, evidence will be required by school to show that your child has been absent and is being supported by a Doctor. Please ensure any routine appointments are made out of school hours.

Absence due to unauthorised leave taken during term time is a significant issue for all Bradford schools. Currently schools can request a penalty notice from Bradford Council for each child, and each parent, where unauthorised leave takes place. Despite this, absence due to unauthorised leave during term time continues to take place, with a significant number of families taking more than one period of absence during an academic year, or taking a period of leave of four weeks or more.

A decision has been made by Bradford Council to change their approach to situations where families take one or more periods of unauthorised leave, or a period of four or more weeks of leave are taken. In these instances, Bradford Council will utilise the option to start legal proceedings via the magistrates' court, instead of issuing a penalty notice. This means that parents may be liable to receive a significantly higher fine (up to **£2,500 per child, per parent**) if found guilty, as well as receive a criminal record, which may be reportable to employers (for example, via a DBS Check).

Please make an appointment with Mrs Arthur if you are planning any leave of absence before booking any tickets. If you have any queries or would like to talk to anyone about attendance, please do not hesitate to contact Mrs Arthur on 01274 493543.

Yours sincerely

Mrs K Swales, Headteacher
Mr D Walker, Deputy Head Responsible for Attendance
Mrs S Arthur, Access and Inclusion Manager