



Nantwich Primary Academy and Nursery

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September 2024

Principal: Mrs S Spence

NPA Attendance Newsletter

ATTENDANCE SHOP

We will be continuing with the attendance shop this academic year. All children enjoyed spending their tokens and some even managed to save them up to have one of our larger prizes at the end of the year.

This system will reward everyone for having great attendance. The shop will be open every half term. Please help your child to be on time every day to ensure that they do not miss any of their tokens. Please make sure your child is at school before 8:40 am to get their On Time Token.

If you have been in school on time every day you will soon be visiting the shop!



Head Lice

Treating head lice promptly is wholly encouraged by school however we have had an increasing number of parents keeping their children away from school for the day to do this. Whilst school would advocate you treating your child as soon as possible we will not authorise absence from school to do this.

Puberty

It is a regular occurrence that girls in Key Stage 2 (Y3 – 6) may enter puberty and start their period whilst still at primary school. This is not a reason for a pupil to be absent from school and we will work with you to ensure good advice is shared. We have resources in place in school to support this and staying off school is not necessarily the best example to set for the future.

Medical Appointments



Please ensure that whenever possible medical appointments are made outside of school hours. If an appointment is taken during school hours, please present a copy of the appointment letter to the School Office for our records. Whilst we understand that hospital appointments are difficult to arrange out of school time both dentist and opticians do offer weekend and after school appointments. Please try to make these types of appointments after the school day.

If an appointment is made during school time, please bring your child into school to get their morning registration mark before the appointment and wherever possible, return them for the afternoon sessions.



SCHOOL MEMBER



Holidays in Term Time

The Education Welfare Officer has advised us that Cheshire East Local Authority will be issuing Fixed Penalty Notices for unauthorised leave of absence (holidays in term time).

The Principal will only authorise such absences in exceptional circumstances. Reasons such as offers in newspapers, reduced prices and the only time you can get off work are not considered exceptional circumstances.

If you take your child out of school without authorisation it could result in a Fixed Penalty Notice being issued by the local authority.

Penalty Notices will be issued for

Term time leave: Penalty Notice fines will be issued for term time leave of 5 or more consecutive days.

10 Sessions of Unauthorised absence in a rolling 10 week period: A Penalty Notices may be considered when there have been 10 sessions of unauthorised absences in a 10 week period.

However, we retain the discretion to issue a Penalty Notice before the threshold is met. For example, where parents are deliberately avoiding the national threshold by taking several term time holidays below the above thresholds.

Per Parent/Per Child

Penalty Notice fines will continue to be issued per parent per child. For example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.

First Offence

The first time a Penalty Notice is issued for term time leave or irregular school attendance the fine will be charged at:

£160 per parent, per child if paid within 28 days of the issue, reducing to £80 per parent, per child if paid within 21 days.

(Unpaid penalty notices may result in a parental prosecution)

Second Offence

Where it is deemed appropriate to issue a second penalty notice to the same parent for the same pupil within 3 years of the first penalty notice, for either term time leave or irregular attendance the second penalty notice will be charged at:

£160 if paid within 28 days. (Unpaid penalty notices may result in a parental prosecution)

Third Offence

On the third time that an offence is committed within 3 years of the first penalty notice for either a term time leave or irregular attendance a penalty notice will not be issued. The case may proceed to Parental Prosecution under the Single Justice Procedure. If found guilty of the offence of 'Failure to send a child to school' the Magistrates can impose a fine up to £1000 or legal proceedings under Section 444 (1a) can include a fine of up to £2500.

If you require any help and support regarding attendance please contact the School Office to speak to Jayne Lyall-Brookes (Learning Mentor/Attendance Officer)



SCHOOL
MEMBER

