

Date: February 2024



Appledore School

Attendance Matters

Here to support you with attendance are:

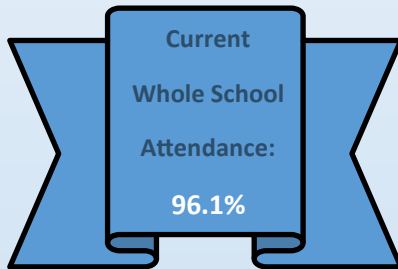
Mr Cooper

Mrs McMorine

Mrs Bannister

Mrs Phillips

Mrs Goldsmith-Ryan



Data for February

Reception	94.8%
Year 1	92.5%
Year 2	93.5%
Year 3	95.9%
Year 4	91.9%
Year 5	89.7%
Year 6	93.9%

The minimum level of expected attendance is 96%. To achieve this, your child's absence must be kept to an absolute minimum. Even with 96%, 35 learning hours are lost so it is essential all students aim to attend school every day.

Often, attendance is reported in % form which can be misinterpreted. Below is an example of what they approximately mean in real terms:

Attendance during one school year	Equals – days absent	Which is approximately weeks absent	Which means this number of lessons missed
95%	9 days	2 weeks	50 lessons
90%	19 days	4 weeks	100 lessons
85%	29 days	6 weeks	150 lessons
80%	38 days	8 weeks	200 lessons
75%	48 days	10 weeks	250 lessons
70%	57 days	11.15 weeks	290 lessons



Sessions are available:

Monday—Friday
7.30—9.00am

Monday—Thursday
3.30pm—6.00pm

What are authorised and unauthorised absences?

Authorised absences are those where the school gives permission for a child to be away in advance, or accepts the explanation offered afterwards. These include being absent due to illness, a funeral, a medical appointment or a religious observance.

Unauthorised absences are not approved by the school, and typically include holidays and outings, or absences with no explanation.

Parents also have a legal responsibility concerning their children's attendance, and local authorities can bring legal action against families where attendance levels cause concern.

To request an authorised absence during term time, please download the following form and hand it into the school office: [Leave of Absence Form](#)