

## STUDENT ABSENCE

If a student is absent from TCA and we have not received any contact from home to notify us of an absence we will:

- send you an text message to inform you.
- If we do not receive a response to the text message then we will attempt to call you to find out reasons for the absence.
- Should we be unable to make contact via text or phone then we may visit your home.

In addition to the above, we like to try and keep families up to date with any changes or drops in attendance and we will send you regular letters to keep you informed.

Where attendance falls below 92% and becomes a concern, parents will be invited into school to meet with the Education Welfare Officer to discuss how attendance can be supported and improved.



## PENALTY NOTICES

**BEFORE BOOKING A HOLIDAY**, remember you could be at risk of a fine if you take your child out of school during term time.

Cambridgeshire County Council have amended the Penalty Notice code of conduct to take into account the Supreme court Judgement (Isle of Wight v John Platt) which clarified the meaning of 'regular' school attendance as outlined in Section 444 Education Act 1996.

Brooke Weston Trust schools will 'expect attendance at school to be 100%' unless there are exceptional or unavoidable reasons for absence', which then may be authorised.

In light of this judgement, the criterion of 'historical holiday taken' has been removed and referrals for Penalty notices will be accepted and issued for **SINGLE EVENT ABSENCES OF AT LEAST 3 CONSECUTIVE SCHOOL DAYS OR MORE** where these absences are unauthorised. This will be implemented

### PENALTY NOTICE

- ◆ Penalty fine of £60 per adult per child (if paid within 21 days) rising to £120 (if paid after 21 days but before 28 days have elapsed). Failing to pay will result in prosecution.
- ◆ Prosecution in the magistrates' court. If convicted, both adults will be punished by the courts, resulting in a fine for each adult and / or up to 3 months custodial sentence.



**Thomas Clarkson**  
Academy

# 97%

**Attend more = Achieve more**

## ATTENDANCE GUIDE

for parents, carers and students

## ATTENDANCE EXPECTATIONS

Thomas Clarkson Academy is a great place to be and all students should attend everyday. We have some of the best facilities in the area and encourage students to make the most of the opportunities we offer.

At Thomas Clarkson Academy all students have an attendance target of 97% (minimum). Failure to attend school regularly can have an adverse effect on the student's education, their future and their life chances.

For students to achieve their best possible academic outcomes, excellent attendance is a fundamental aspect of their school life.

### Did you know????

- 1 day off per month = 2 weeks off per year.
- 17 days off a year = 1 grade lower at GCSE



## PARENT AND CARER RESPONSIBILITIES

Every child has the right to receive an education. It is the responsibility of the parent/carer to ensure their child arrives to school on time daily to start lessons at 8:30am.

Every absence must be explained by the parent/carer and in some instances evidence may be required to support absence.

### In the event of an absence, parents and carers **MUST**

Notify the Academy before **8:30am**.

Absences can be reported by calling 01945 585237 (opt 2, then opt 1)

Or

use the online reporting absence form found on our website [www.thomasclarksonacademy.org](http://www.thomasclarksonacademy.org) under the parent/carer tab.

Please check the website regularly for up to date information and term dates.

## STUDENT EXPECTATION

We expect all students to arrive to school in good time every morning well prepared and equipped for the day ahead.

students are expected to be in school no later that **8:20am**, as the first lesson of the day begins at 8.30am.

All students must record their attendance weekly in their planner and share this with their parent/carer.

### Did you know????

90% attendance might sound good, however that's the equivalent of missing half a day **EACH WEEK**.

If you had 90% each year for your 5 school years - that's a staggering **HALF A YEAR** of school missed.

A student with 80% over the same time would miss a **WHOLE YEAR** of school.