



Ashford Park Primary School

'Inspiring a love for lifelong learning'

MAKING ATTENDANCE COUNT

If you are a parent/carer of a child who is of statutory school age (the term after their 5th birthday), you have a 'statutory duty' to ensure that YOUR child is in school.

The Government has high expectations, as do we at APPS and we all expect YOUR child to be in school 100% of the time!

Children are at school for 190 School Days per academic year					
Children are at home for 175 NON –SCHOOL Days per academic year (including weekends, holidays and bank Holidays)					
% attendance during one school year	Equates to days/weeks absent (approx)	Number of lessons missed (approx)	Concerns of the school	Procedures	Next steps
95% - 100%	0-10 days/ 0-2 weeks absence		No concerns	N/A	N/A
93% - 95%	10-12 days / 2 weeks + absence	60-72 lessons missed	Internal monitoring of attendance	N/A	N/A
90% – 93%	12-19 days / 3-4 weeks + absence	72-96 lessons missed	Patterns of absence forming	Letter sent to parents	Monitor weekly
90% and below	19 days or 4 weeks absence	120+ missed lessons	Persistent Absence	Meeting with parents & weekly monitoring	If no improvement, referral to the Education Welfare Team

ATTENDANCE THAT FALLS BELOW 90% IS CALLED PERSISTENT ABSENCE (PA)

Headteacher: Mrs Sarah Tarrant
 Ashford Park Primary School | Station Crescent | Ashford | Middlesex TW15 3HN
 T. 01784 250305 | www.ashford-park.surrey.sch.uk

