



Academy attendance – what parents can do to help

Good attendance at the academy is crucial if students are to achieve their full potential. The academy is committed to supporting all families in maximising attendance. Parents can also play their part by working with the academy and their children to promote good attendance. The following points will help parents to improve their child's attendance.

- Phone the academy on your child's **first day of absence** and only allow days off for genuine illness
- Ensure your child attends **on time** and **every day**
- Where possible, try to arrange **medical appointments out of school time**. Always ensure your child attends immediately **before and after medical appointments** if appointments are unavoidable
- **Avoid holidays** in term time
- **Know your child's attendance figure** and talk to them about it;
- **Talk to the academy very early on** if you have any problems in relation to your child's attendance or if any problems arise
- **Praise and reward** your child's good attendance

Let the academy help

Students can get worried about going to school. They may say they feel unwell. You may notice a pattern or find they are worried about a particular lesson, homework, friendship issues or bullying. Students need to know that academy staff will always help to resolve any problems they encounter. It is better to inform the academy early so this can be done quickly.

You will be issued regular Registration Certificates, detailing your child's attendance levels throughout the academic year. This will help you monitor your own child's attendance levels.

Parents can help by:

- Listen to your child's concerns;
- Reassure them that together we can sort the problem out;
- Speak to the academy about the problem;
- Be firm about attendance. If they are not in school it is harder to resolve a problem;
- Talk regularly to your child about school and how they feel about it;
- Look at your child's work and praise their efforts.

We would like to take this opportunity to thank you for your support with your child's attendance.

We welcome contact with the academy if you have any questions about attendance.



Queen
Elizabeth's
— ACADEMY —

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