OUR LADY'S CATHOLIC PRIMARY SCHOOL
Chanters Hill Barnstaple Devon EX32 8DN
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Email: admin@olcs.uk www.ourladys.devon.sch.uk
Principal: Robert Meech

Dear Parents and carers

ABSENCE FROM SCHOOL

Children who have attendance below 96% are a concern to the school and the Education Welfare Officer (EWO). The school will be writing to all parents for whom this applies.

Children who are below 90% are deemed to be 'persistently' absent. Details of these will be shared with the EWO for further investigation and they will be invited in to school to discuss how we can improve attendance.

The school has the authority to instigate procedures that may lead to parents being fined for their child's absence. Typically, a school will start the process when absence hits the following trigger:

- 10 half-day sessions (5 days) within a 6 month period and have an overall attendance below 96%. These sessions do not need to be consecutive.

Following our 6 month attendance review, details of children who have hit this trigger will be passed onto the EWO officer who will make contact with the parents/carers.

The school does not authorise any holidays so if you have taken a holiday this academic year (or plan to do so) that hits the trigger above then you can expect to be contacted by the EWO.

Fines are calculated per child and per parent. For example, if you have taken 2 children away on holiday then each child will carry a £60 fine. For a family of four this will work out at £240.

The school is duty bound to deal with low levels of attendance through a series of measures and are held to account by the Government.

Any fine money does not come to the school.

If you have concerns about any of the above, please contact the office team.

Kind regards

Mr Meech

Principal

Mr Sandy Anderson

Chair of Governors