

Denmark Road High School



Attendance 2019-20

Why does attendance matter?

- Excellent attendance is expected and is essential if your daughter is to make the most of her ability and make sustained progress.
- Absences leave students unsure about their work, finding it hard to catch up. Gaps can open in both essential skills and knowledge through absence.
- As a result of absence students can lose confidence and this may affect their enjoyment of school.

We hope that you find the information in this leaflet interesting and useful. Please do not hesitate to contact your daughter's Progress and Well-being Co-ordinator, the Attendance Officer (Mrs Booker) or Mrs Kittle, Student Support if you have any queries about your daughter's attendance. Please contact the Inclusion Team at Gloucestershire County Council should you require any further additional information.

What is excellent attendance?

100% attendance is the expectation.

Many of our students achieve **98%** to **100%** attendance.

Most students regularly achieve **94%** to **100%** attendance.

95% attendance means that the student is missing on average:

- 1 day per month
- 10 days/2 school weeks a year
- 50 days/10 school weeks from Years 7 - 11

Anything below **90%** attendance is classed as persistent absence and will require parents to come into school for a discussion with AHT.

90% attendance means that the student is missing on average:

- ½ day per week
- 2 days per month
- 4 school weeks a year

A student achieving only 90% attendance from Year 7 to Year 11 will miss half a school year over the 5 years.

Attendance is checked on a regular basis by Form Tutors, the Progress and Well-being team and also the Safeguarding Team.

We will send you a printout of your daughter's attendance with her full report. If you want to know the % attendance at any other point during the academic year please ring Mrs Booker, the Attendance Officer.

How does the school try to ensure excellent attendance?

- We will emphasise to students the importance of excellent attendance.
- We will recognise excellent or improved attendance.
- We will not authorise absences without a very good reason.
- We will ring you if your child is absent and we have not heard from you. **Please make sure we know your up-to-date contact details.**
- We will monitor attendance carefully and contact you if your daughter's attendance drops and causes concern.
- If attendance problems continue we will work with you and your daughter to resolve the issue.

How can parents/carers help?

- Parents/carers are legally obliged to make sure their child attends school regularly. Students should aim for 100% attendance and nothing less than 95% as a minimum. The average school attendance is over 97%.
- Please do not take your daughter out of school for a holiday.
- Please do not make non-urgent medical/dental appointments during the school day.
- Telephone the school – **01452 389983** - between 8.00 am - 8.30 am if your daughter will be absent or late.
- Please contact Mrs Kittle, Support Student, as a matter of urgency, if you become aware of any reason why your daughter does not want to come to school. If we know about it, we can work with you to deal with it swiftly.

Contact Details

**PLEASE USE THE DETAILS BELOW TO
CONTACT THE SCHOOL**

DRHS Office	01452 543335
Absence line	01452 543335 and follow instructions
Email address	absence@denmarkroad.org office@denmarkroad.org

