

## Spotlight on Attendance

*A very important message for parents and guardians*

Dear Parents/Guardians

At Q3 Academy we strive for excellent attendance for all of our students. Your child's attendance is monitored closely, to ensure that the maximum number of students achieve at least 97% attendance, which equates to no more than 2 days' absence during a term.

We work in partnership with parents to improve Academy attendance and would like to congratulate the many parents who make sure their child/children attend the Academy regularly.

**It is the parents' legal responsibility to ensure their children receive appropriate education. Failing to send your child/children to the Academy regularly without good reason is a criminal offence.**

Absence disrupts the education of the individual student and the whole class. Are you aware that students who do not attend regularly:

- do not achieve well in exams,
- find it difficult to maintain friendships,
- are more likely to become involved in crime,
- miss out on opportunities in further education and the world of work?

Please remember that parental illness, going shopping, visiting family, family weddings, cheaper flights for international travel of any kind, truancy, not wanting to attend school, alleged bullying (speak to Academy immediately to resolve the issue) are not acceptable reasons to be absent. All of these will be recorded as unauthorised absence, as will your child arriving at the Academy after the close of registration at 10am.

Legal action that may be taken includes:

- **Issuing penalty notices:** Each parent receives a penalty notice for each child who has unauthorised absence. The penalty is £60 or £120 depending on how soon the payment is made. So, if there are two parents and two children the total penalties could be up to £480. Failure to pay may result in prosecution.
- **Taking parents to court for unauthorised absence:** Education Act 1996 section 444 (1) – magistrates can fine each parent up to £1,000 per child, add costs and impose Parenting Orders.
- **Taking parent to court for persistent unauthorised absence:** Education Act 1996 Section 444 (1A) – magistrates can fine each parent up to £2,500 per child, impose Parenting Orders and/or impose a period of imprisonment of up to 3 months.

**Being taken to court could result in you having a criminal record.**

Chief Executive: Dr Caroline J S Badyal, EdD, MA BE.d, DipEd, NPQH | Head of School: Mr Mark Arnall BA Hons, MA, NPQH

Q3 Academy Great Barr | Wilderness Lane | Great Barr | Birmingham | B43 7SD | t: 0121 358 6186  
e: enquiries@q3academy.org.uk | w: www.q3academy.org.uk

Q3 - Quererere | 'Seek that which is good, that which is right, that which is true'



## How does your child compare?

<b>Attendance during one school year</b>	<b>equals this number of days absent</b>	<b>Which is approximately this many weeks absent</b>	<b>Which means this number of lessons missed</b>
90%	19 days	4 weeks	95
80%	38 days	8 weeks	190
70%	57 days	11.5 weeks	285

**Frequent absence can add up to a considerable amount of lost learning and can seriously disadvantage your child in adult life.**

If your child's level of absence is of serious concern you will receive a letter advising you about improving attendance. After this, any further unauthorised absence may result in the Local Authority taking legal action.

Yours sincerely



Mrs Anne-Marie Ruby  
Attendance and Welfare Manager  
21<sup>st</sup> October 2016

Chief Executive: Dr Caroline J S Badyal, EdD, MA BE.d, DipEd, NPQH | Head of School: Mr Mark Arnall BA Hons, MA, NPQH

Q3 Academy Great Barr | Wilderness Lane | Great Barr | Birmingham | B43 7SD | t: 0121 358 6186  
e: enquiries@q3academy.org.uk | w: www.q3academy.org.uk

Q3 - Quaerere | 'Seek that which is good, that which is right, that which is true'

