

# BRAEVIEW ACADEMY

*Be Ambitious. Be Responsible. Be Safe.*



## ATTENDING SCHOOL

### Every Day Counts!

At Braeview Academy we understand the importance of good attendance and excellent timekeeping. There is a great deal of evidence which tells us that these two factors have on a significant impact on a young person's attainments and achievements whilst at school and beyond.



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At Braeview Academy we have a policy of early intervention and prevention in order to try and ensure that as many of our young people as possible get the chance to fulfil their potential.

#### Why is good attendance and time-keeping important?

Having a good education will help give your child get the best start in life. Setting good attendance and time keeping patterns from an early age help young people in later life. Employers want to recruit people who are reliable.

We know that children who do not attend or who are regularly late for school are more likely to:

- Fall behind with their school work
- Find it difficult to make and keep friends
- Not go on to further education
- Have later issues with finding and keeping jobs

Sometimes figures can be misleading. For example, an attendance rate of **90%** may, at first glance sound very positive but, in reality, that pupil by the end of the year will have missed **4 full weeks** of school. If this happens each year of their secondary career, that adds up to **24 weeks**, or more than half a school year of learning time missed.

Latecoming can have a similar effect. Even 5 minutes a day is 25 minutes a week, or more than 16 hours a year – 3 full days of learning lost.

## How can you work with us to improve attendance?

You know your child better than anyone and if they are genuinely unwell, please keep them at home in order that they can recuperate properly and, in turn, be less likely to pass on their illness to others in school.

However, often early morning aches, pains and complaints can be the result of tiredness so don't feel you have to keep your child at home, "just in case" when they could be learning in class.

Other key points to note are:

- Please contact the school on the first day of absence, before 8.45am if possible. **Telephone number is 01382 438452 or email the school at [braeview@dundeecity.gov.uk](mailto:braeview@dundeecity.gov.uk) – please include your child's name and reason for absence.**
- Please take family holidays during school holiday periods.
- Inform the school immediately when your contact details change (address, home telephone, mobile number).

If you are struggling with child's attendance and require support with this matter please contact your child's Guidance Teacher. They will always be happy to help.

## What we do to support attendance

If your child is absent and you do not contact the school, a text message will be sent for both morning and afternoon absence.

**Please respond to this text message (by phone, 01382 438452, or text) providing a reason for the absence of your child. Include the name of your child in your text.** If, after three days, your child is still absent **and you have not contacted the school** a Senior Support Worker with Children and Families Services will visit your home.

### **Targeted Attendance procedures**

Where there are particular concerns about a young person's attendance and we have not got any information from home about an unplanned absence from school, telephone contact will be made on the first day of absence from school. If there is no satisfactory response regarding the absence, a Senior Support Worker with Children and Families Services will visit your home.

Your child's guidance teacher will also contact you if they have any concerns about your child's attendance.

It is Dundee City Council Policy that in Secondary Schools all pupils who fall below the threshold of 80% attendance will be discussed at the school's monthly Attendance Review Meeting (ARM).

The purpose of any phone call, letter or parental/carer meeting triggered from the ARM is to offer support if required. We are aware that family life can be stressful and that changes in work patterns, family living arrangements, illness etc. can have an impact on daily routines for periods of time. We are here to help and seek solutions. Working together with you and your young person is essential.

