



MacIntyre Academies
Quest Academy

10th January 2024

Moments Matter, Attendance Counts

Dear Parents/Carers

At Quest Academy we are committed to improving achievement through excellent attendance which leads to increased access and engagement to learning opportunities.

We monitor the attendance of all learners both for daily attendance and late arrivals. Any learner whose attendance falls below 90 percent will be monitored, and as a parent I am sure you will agree that your child must attend school regularly to ensure that the maximum benefit is obtained from the education provided. Quest Academy will contact parents through a range of mediums e.g. phone, email and also issue attendance letters, as well as meeting with parents to work together in a supportive capacity.

Government statistics have proven that children with poor attendance are 47% less likely to meet their potential examination results compared to learners with good attendance.

Where possible all appointments should be made outside of school hours and the relevant documents to support this forwarded to Family Footings. We understand that at times this cannot be avoided.

Holiday requests should be referred directly to the Principal. Please note, these will only be authorised if learners attendance is above 95%. If there are any extenuating circumstances please speak to the Principal.

Supportive Protocols:

Aspirational	96-100%	👍
Expected	91-95%	No action
Stage 1	90%	Phone call /Text home
Stage 2	85%	Attendance Letter 1- 4-week monitoring
Stage 3	80%	Attendance Letter 2. Action plan in place and 4-week monitor
Stage 4	75%	Attendance letter 3 and a meeting with SLT
Stage 5	Under 50%	Meeting with principal and parental Contract in place. Week review

A referral may have to be made to Warwickshire Attendance Service or Northamptonshire Attendance Service if there is no improvement in attendance. This may result in a fixed Penalty Notice payable up to £120 fine for each parent with parental responsibility.



QUEST ACADEMY

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MacIntyre Academies Quest Academy

Quest Academy have been allocated an Attendance Case worker from the Local Authority actively guiding and supporting us with helping to improve school attendance.

We have a desire to strive towards 100% attendance for all of our learners and expect all parents / carers to actively support us in ensuring that their children are in school, safe, at all times. We also aim to hold all parents / carers, that give low priority to good school attendance accountable.

Should you wish to discuss any concerns please contact myself Joan Goodrich, Family Footings Facilitator/DSL.

Lates

Learners must attend registration on time to be given a present mark. Registration starts at 08.50am until 9am. Arrival after the start of morning registration will be given an 'L' (Late) code. After 9.30am a 'U' code will be given (Unauthorised absence).

It is the initial responsibility of parents/carers to ensure their child attends school on time. Class teachers/tutor to address the issue of persistent lateness with the learner and their parent/carer.

Lateness could result into poor academic achievement, disruption in class, difficulty in catching up lessons missed, reduced ability to meet instructional target and opportunities are missed to obtain maximum benefit from education.

Punctuality is important because It also gives learners the chance to become successful in life. It teaches us the essence of time and makes learners aware of its value.

Parents/carers have a legal duty to ensure that their children attend school regularly and arrive on time. Parents/carers are asked to contact the school if they are experiencing difficulties getting their child to school.

Further resources:

School behaviour and attendance: parental responsibility measures - GOV.UK (www.gov.uk)

Is my child too ill for school? - NHS (www.nhs.uk)

Why is school attendance important and what support is available? - The Education Hub (blog.gov.uk)

Mental health resources for children, students, parents, carers and school/college staff- The Education Hub (blog.gov.uk)

Thank you for your continued support

Joan Goodrich

Family Footings Facilitator/DSL
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