



MABLETHORPE PRIMARY ACADEMY

Principal: Catherine Teale

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Dear Parent/Carer,

Following what has been a difficult time for all of us, it is imperative that we focus on the education of the children at Mablethorpe Primary Academy. Achievement has been linked to good attendance and we would like to remind you of the following requirements, both legally and in accordance with school policy.

- Holidays during term time must be applied for not less than 14 days before the date of the absence. Holidays will only be granted for exceptional circumstances, which is the Principal's decision. Unauthorised holidays will be forwarded to the Local Authority for consideration of a Fixed Penalty Notice.
- Government guidelines are that any child with an attendance rate of below 90% is a Persistent Absentee, unless there are medical reasons to support the absence. School will request that evidence and parents will be asked to meet with the Education Welfare Officer.
- Minor illnesses such as: headaches, coughs and colds, tiredness, headlice, hand, foot and mouth will not be an authorised absence.
- School is to be contacted if your child is absent before 09:30am every day.
- Evidence of medical appointments should be presented at the office. If the appointment is local, your child should be in school either before or after that appointment, where appropriate. Pupils are only permitted to attend their own appointments and should not accompany parents or siblings to their medical appointments – unless in exceptional circumstances and this should be agreed in advance.
- **Section 7 of the Education Act 1996 places upon parents a duty to ensure that their child receives efficient full-time education either by regular attendance at school or otherwise**
- **Where a child is a registered pupil at a school and the parent fails to ensure that child's regular attendance at school the parent is liable to be prosecuted for a criminal offence under Section 444 of the Education Act**
- **In cases where this duty is not being fulfilled Section 444B of the same Act empowers the Local Authority to issue a Fixed Penalty of either £60.00 or £120.00 per parent, per child.**

C Teale
Principal

Greenwood Academies Trust



