

The importance of good attendance

17 days
absent
a year



Drop a
GCSE
grade in all
subjects



GIVE YOUR CHILD A BETTER FUTURE

GIVE ATTENDANCE 100% ✓

Cardiff Education Welfare Service

www.cardiff.gov.uk/giveattendance100percent



Education Welfare Service

Cardiff Council is committed to maximising the potential of each of its pupils. Your children just get one chance at school, one chance for a successful career and one chance to make their future a positive one. If you are a parent or a carer then it is your responsibility they don't miss out on these opportunities.

Research shows that exam grades are reduced in proportion to the number of days missed. Research shows 17 days of school missed often leads to a drop of a GCSE grade across all subjects.

If your child consistently fails to attend school, they will be twice as likely to engage in anti-social behaviour and criminal activity as pupils with regular attendance (Youth Justice Board).

What are the responsibilities of parents and carers?

Children of school-age who are registered at a school must, by law, attend that school regularly. Regular attendance is important, not just because the law requires it but also because it is the best way of ensuring children make the most of the educational opportunities available to them.

What are my responsibilities as a parent?

- As a parent/carer you have a legal responsibility to make sure your child receives a full-time education between the ages of five and sixteen.
- If your child is behaving badly at school, unless formally excluded, they must still attend. It is against the law to keep your child away.
- You can be fined up to £2,500 or imprisoned for failing to ensure that your child attends school regularly.

Schools and local authorities have legal powers to deal with poor attendance.

Authorised and acceptable reasons for absence

There will be times when your child cannot go to school, for example:

- if they are ill
- to attend a dental or medical appointment

- other circumstances, e.g. a bereavement of a relative
- for religious observation

Remember - only the headteacher can authorise your child's absence from school.

Unauthorised and unacceptable reasons for absence

Cardiff Council has now asked Headteachers not to authorise requests for a holiday in term-time. There is no right that enables parents and carers to take a child out of school for a term-time holiday.

Cardiff Council's policy on extended holidays has now been withdrawn and we ask families to make arrangements to take these in the 6 week break in July and August in order to help schools to support your child in achieving success.

It is unacceptable and unauthorised to take your child out of school for the following reasons:

- To look after brothers or sisters
- Shopping trips
- Days off for birthdays
- To visit relatives
- Sleeping in
- Arriving late for school
- Minding the house
- To go on day trips or holidays

What can you do as a parent or carer?

- Avoid making a request for a family holiday during term time.
- Families are requested to make arrangements to take holidays in the 6 week break in July and August in order to help schools to support your child in achieving success.

It is important to remember that by taking your child out of school during term time you may be giving him/her an unspoken message that school is not important. It's

also worth remembering that some children find it difficult to renew friendships with other children when they return to school after a period of absence.

If you still choose to go, there is a risk that your child may be removed from the school register, which would mean that your child would no longer have a place at their school.

On your return you will have to reapply for a different school place by contacting School Admissions Team, at County Hall but please note that there is no guarantee that a place will be available for your child at their original school on your return.

Give your child a better future. Give Attendance 100%.

How can we help?

- Every school has an allocated School Attendance Officer (SAO) and an Education Welfare Officer (EWO) who are able to give advice, support and guidance on attendance related matters.
- Working together with the pupil, parent and school staff the EWO will make an assessment of the situation.
- A plan of work will be drawn up which will include details of support and agreed actions with time scales for improvement.
- Referrals to other support agencies will take place as appropriate.
- Any legal action and its consequences will be explained in detail to a parent/carer before any action is taken.

Contact us

You can contact Cardiff Education Welfare Service in the following ways:

- call: 029 2062 9800
- e-mail: ewsreferrals@cardiff.gov.uk
- write: EWS, The Mynachdy Centre, Cefn Road, Cardiff CF14 3HS
- or visit our website www.cardiff.gov.uk/giveattendance100percent