

Attendance

PCSA recognises the importance of full attendance and aims to ensure that all students achieve and maintain high standards of attendance and punctuality. We are committed to providing a full and efficient educational experience for all students. We aim to develop students to their full potential. We feel that success at school is a partnership between , school, the pupil and the parents and carers and we look forward to working together on ensuring excellent attendance. Our parents understand that they have a responsibility to aid the education process and they ensure that students attend regularly, on time, and in a suitable condition to learn. PCSA parents appreciate that regular attendance is a prerequisite to a good education and therefore a priority for the school.

At PCSA, we expect all students to achieve at least 95% attendance and anything below 95%, we view as unacceptable. The Department for Education deems that if a student's attendance drops below 90% they become known as a Persistent Absentee, regardless of the reason for the absence.

I am sure that as you send your child to PCSA, you our rules, regulations and traditions and that you will support our Academy's procedures in promoting outstanding attendance for our students. Therefore, I would like to inform you of the following:

The Academy requires parents to telephone us on the first day of their child's absence. Contact details are listed at the bottom of this page and are also available on the school website. Ideally it would be beneficial for a telephone call on each day of absence unless the timeline is already known. We will provide work during a period of absence if requested.

Should a student feel unwell in school, our procedures are that the child must seek first aid from either the First Aider or in her absence from the year team, particularly if they feel too poorly to remain in school. Under no circumstances must students directly phone parents themselves without permission. Can I also insist that parents do not collect their child during the school day without the school's permission as this has serious implications for the safeguarding of our young people.

Under current regulations, schools **cannot authorise any holidays taken in term time** unless there are **exceptional** circumstances identified on the holiday request form. This should be supported with evidence if you wish it to be considered. We appreciate that as a coastal community that relies heavily on the tourist industry that some parents are unable to take the holidays during the summer break, to support this we have a two week October half term to enable more affordable breaks to be taken then.

Unfortunately, many parents do not realise that holidays taken in term time can have a very negative impact on a child's education, as well as school's attendance statistics and examination results. Research has shown that a 10% drop in attendance (equivalent to 19 ½ days in a school year) can mean a one grade drop at GCSE. I am sure that you will agree with me when I say that we cannot allow any child's grades to drop that significantly. It also means that if a child has missed the teaching of a topic due to absence for holiday that they are disadvantaged and may feel negatively towards school, as catching up is increasingly difficult if they have missed the teaching element.

We recognise that occasionally medical appointments during the school day are unavoidable. However, we expect students to return to school immediately following an appointment and medical evidence may be requested. The vast majority of medical appointments do not require a full day, or even a full session of absence.

To encourage all of our students to realise the importance of good attendance and punctuality, not only to achieve their full potential at school but also their life goals, we have introduced a monitoring system which incorporates rewards and consequences. In order for students to be allowed to take part in activities week and be eligible for school trips and receive their rewards, they must have an excellent attendance and punctuality record.

PCSA is committed to ensuring that your child receives the best possible education. I am sure that you will work with us to ensure that your child attends school every day and on time. We thank you for supporting us in this matter. Should you have any queries about attendance matters do not hesitate to contact Mrs Jones and our Attendance Team at the school.

Victoria Rogers
Assistant Principal

Contacts to report a students' absence from school are:

Email: attendance@paigntonacademy.org

Waterleat Road Centre (Year 7,8 and 9)

Mrs J Cullinane: 01803 403602

Borough road Centre (Year 10, 11 and Sixth Form)

Mrs L Thompson: 01803 403721

Attendance and Welfare Officer for across both sites

Mrs L Jones

07501030498