



Attendance Expectations

At Stanley Road we know that good attendance and punctuality is crucial for your child's academic success and overall development. We are therefore implementing the updated attendance reporting guidelines mandated by the Department for Education (DFE). These guidelines have been in effect since 19th August, 2024, and aim to ensure consistent attendance and address unauthorised absences more stringently across the country.

Good attendance isn't just about being present at school; it also includes punctuality. It is essential that your child arrives on time and remains in school throughout the day.

As parents, you play a vital role in supporting these expectations. Please ensure that your child is ready and at school promptly each morning and that any appointments or commitments outside of school hours are minimised to avoid disruptions to their learning.

We really appreciate your support and commitment to ensuring the best learning opportunities for our pupils.

Reporting Absences

If you think your child is ill, you must phone the school office straight away on 0161 770 8383. You can also email on info@stanleyroad.oldham.sch.uk. Please tell us what's wrong, unwell is not enough information.

If you are unsure whether they are well enough for school, please send them in and we can make that decision for you. Children can come to school with a blocked nose, minor cough or a cold. If they are really not well, we will ring you to come and pick them up.

Telling us about your child's absence does not guarantee it will be authorised. The headteacher retains the discretion to authorise absences based on the evidence you provide. It is essential to supply evidence to support the reason for your child's

absence, especially when requested, otherwise the absence could be marked as unauthorised.

If you do not contact school, the absence will also be marked as unauthorised. Ten sessions of unauthorised absence can lead to a Fixed Penalty Notice or working with the Local Authority on a Parental Contract.

Pharmacists in England can now conduct consultations and prescribe antibiotics for certain conditions, making healthcare more accessible and convenient. If your child has the following symptoms, you can go straight to the chemist. There is no need for a GP appointment.

- Sore throat
- Earache
- Sinusitis
- Impetigo
- Shingles
- Infected insect bites

Medical/Dental Appointments

All medical and dental appointments must be evidenced with appropriate documentation. You can send the evidence in by email by taking a screenshot of the reminder or photo of the letter, or by bringing it into the school office. Pupils are expected to attend school for part of the day, either before or after the appointment.

Punctuality

We would like to remind parents of the importance of punctuality. It can be distressing for children walking in late to a lesson that has already started, and it is disruptive for the learning of the other 29 children in the class as well as the teacher. The school doors open at 8.40am and register is taken at 8.45am. The school gates close at 8.50am and anyone arriving after this time will have to enter through the Late Door at the side of school and will be marked as late. Registers officially close at 9.30am, and any arrival after this time will result in a 'U' code, signifying an unauthorised absence. This not only affects your child's attendance record but also contributes to Fixed Penalty Notices.

Holidays during Term Time

Holidays during term time are not authorised. The criteria for authorising absences have become stricter. The DFE has enforced heavier penalties for unauthorised term-time holidays. These changes are designed to minimise disruption to your child's education and to promote regular attendance. Your support is vital in helping us provide a consistent and uninterrupted learning experience for all students.

Remember – if your child is not in school for any reason, it will affect the overall attendance.

Penalty Notice Changes

We wanted to remind you about the introduction of the new national framework for penalty notices, which came into effect on 19th August, 2024. These changes are nationwide and across borders if you move school or house.

Term time leave is only authorised in exceptional circumstances, which must be communicated in advance with evidence provided, as soon as possible to the headteacher.

First Occasion

The first time a penalty notice is issued for unauthorised term time absence or irregular attendance, the amount will be £160 per parent, per child paid within 28 days. This is reduced to £80 per parent, per child if paid within 21 days.

Second Occasion

Within three years of the first occasion. The second time a penalty notice is issued for unauthorised term time absence or irregular attendance, the amount will be £160 per parent, per child paid within 28 days. There is no reduction for early payment.

Third Occasion onwards

Within three years of the first occasion, if it's a third occasion for unauthorised term time absence or irregular attendance, a penalty notice will not be issued. The case may be presented straight to the magistrate's court. Fines can be around £2500 per parent per child.

Cases found to be guilty in magistrates' court can show as a criminal record and also on the parents future DBS certificates due to 'failure to safeguard a child's education'.

The Attendance Team

Mrs Tracey leads on attendance, supported by Mrs Robson in the school office. If you have any questions regarding attendance, please ask. We want to work with you to ensure the best learning opportunities for your children.