Our Mission

At Edukos Trust we have high expectations for attendance and punctuality in all our schools. We ensure that these expectations are communicated regularly to parents and children.

Children will be expected to attend school punctually every day they are required to be at school, for the full day.

Parental home agreement

Parents/ carers AND school both have a legal duty for attendance.

It is a legal requirement for each and every child to access regular education

I need support with my child's attendance

If you need support with your child's attendance, please reach out to a member of the attendance team, or inform your child's class teacher.

FAQ's

What is PA?

PA stands for 'Persistently absent'. This is when your child's attendance is below 90%

What is risk of PA?

Risk of PA is when your child's attendance is at risk of dropping below 90% – we aim to offer early intervention at this stage.

What is an EPN?

EPN stands for 'Education penalty notices'. They are issued for unauthorised absences, this includes term time holidays.

I'll just go on holiday and pay the fine?

EPN's have now been capped nationally at TWO fines within any 3 year period. After this, other action like a parenting order or prosecution will be considered. This could mean a fine of up to £2500.

What is an unauthorised absence?

A child being kept off school unnecessarily or without good reason. Term time holidays is not a justified reason to take your child out of school.

What happens if I keep my child off, and don't contact school?

School will call home to try and obtain a reason for absence – if no reason is provided school may carry out a visit to your home – this is to check on the welfare of you and your child.

Edukos Trust
Exceptional. Together.

Parent Guide to attendance

Beverley St Nicholas Primary School

Beverley St Nicholas Primary School

ATTENDANCE TEAM
Head Teacher –Ms Turton
Deputy Head Teacher – Mr Horsley
School Business Manager – Mrs Hince

Telephone: 01482 862882
E-mail: bsnoffice@bevstnicks.co.uk
Website: www.beverleystnicholasprimary.org.uk

•Please also refer to the full attendance policy that can be found via our school website•

Every day counts

%age	Days missed	Missed learning
100% attendance	0	None!
97% attendance	5	1 week
94% attendance	12	2 weeks & 2 days
90% attendance	19	3 weeks & 4 days
85% attendance	30	6 weeks
80% attendnace	40	8 weeks

Every minute counts

'90% attendance' or 'only 5 minutes late' may sound like small issues, but the amount of learning missed is huge!
Make each day count.

Always on time!	No hours missed	No learning missed
5minutes late eachday	15 hours missed	3 days of missed learning
10 minutes late each day	32 hours missed	6.5 days of missed learning
20 minutes each day	65 hours missed	13 days of missed learning
30 minutes each day	95 hours missed	19 days of missed learning

Punctuality

If your child arrives to school after registration closes your child will receive an unauthorised late mark this affects your child's attendance. You must accompany your child to sign in at the office when arriving late.

PA / risk of PA

We want to avoid children becoming 'persistently absent' (below 90%).
Interventions will be put in place when your child's attendance becomes 'at risk' of becoming PA. This may include supportive parent meetings.
Being persistently absent may make you liable for fines or school attendance referrals.

Fines / holidays

Holidays are in no circumstances authorised by school. Unauthorised absence due to holidays will result in a fine being issued from East Riding of Yorkshire council.
Please refer to the guidance on our school website.

Medical evidence

If your child is absent from school and is at risk of becoming persistently absent (at risk of falling below 90%) you will be required to provide medical evidence for your child's absences. This way, we can make sure absences are authorised.

Absence

If your child is going to be absent from school- you must contact the school office before 9.30am to provide a reason for absence.

