



Attendance

Dates of school terms for the academic year 2010/11

Autumn term 2010

Term begins on Thursday 2 September
Term ends on Friday 17 December
Half term: Monday 25 to Friday 29 October

Spring term 2011

Term begins on Tuesday 4 January
Term ends on Friday 8 April
Half term: Monday 21 to Friday 25 February

Summer term 2011

Term begins on Monday 26 April
Term ends on Tuesday 26 July
Half term: Monday 30 May to Friday 3 June
May Bank Holiday: 2 May

Attendance

Regular and punctual attendance at school is vital to ensure continuity of your child's education. Any absence from school must be explained by a letter from the parent on the pupil's return to school. Parents are asked to note the following information:

Authorised absences

Under section 1 of the Education Act 1993, a pupil's absence may be treated as unauthorised if not covered by the following:

- By reason of sickness or any unavoidable cause
- On a day exclusively set apart for religious observance by the religious body to which his or her parents belong
- With leave granted by a person (e.g. the Headteacher) authorised to do so by the Governing Body of the school.

According to the DFEE circular 11/91, there are other circumstances in which the Headteacher might reasonably exercise discretion to grant leave, including:

- Following the death of a member of the child's close family
- When attending an interview with another educational establishment
- When attending an unavoidable medical or dental appointment





Leave of absence

Parents should note that holidays in term time hinder students' progress and achievements.

Leave of absence must not be granted to enable a pupil to take a holiday in school time, except under the Education (Schools and Further Education) Regulations 1981. Regulation 12 provides:

'In pursuance of arrangements made by the Governing Body of a school, on application made by the parent or other person having charge of a pupil, he (she) may be granted leave of absence from school to enable him (her) to partake of an annual family holiday or to go away on an annual holiday'.

Save in exceptional circumstances, a pupil shall not, in pursuance of this regulation, be granted more than two weeks leave of absence in any year.

Absence from school can only be authorised by the school's acceptance of the explanation given by the parent.

Rates of authorised and unauthorised absence for pupils of compulsory school age:

The total number of registered pupils of compulsory school age on roll for at least one session of the reporting period to the Friday before the last Monday in May = 774

(Total number on roll, including 6th Form = 906)

Percentage of half days (sessions) attended throughout the period	= 93.36%
Percentage of half days (sessions) missed through authorised absence	= 6.64%
Percentage of half days (sessions) missed through unauthorised absence	= 0.77%

