

PRINCE HENRY'S HIGH SCHOOL

An "Outstanding" Academy for Students aged 13-18

Headteacher: Dr A A L Evans BSc(Hons), PhD



May 2024

Dear Parent/Carer

There is currently a high profile national campaign launched by the Department of Education on improving school attendance called "**Moments Matter, Attendance Counts**".

Prince Henrys is working alongside the Department of Education and Worcestershire Children First (WCF)/Worcester County Council on this initiative. The Local Authority (LA) has allocated all schools a designated Attendance Lead to act as an advisor in supporting us to raise our attendance levels.

At our most recent meeting with our LA Lead we were advised to raise awareness of the importance of regular school attendance and inform parents of key monitoring thresholds that the PHHS Attendance Team work around as part of our attendance escalation procedures.

You can view your child's current attendance via the SIMS App and school suggests you regularly do this so you are aware of your child's attendance. Regular attendance is extremely important as missing school can have an impact on learning, and it is a legal requirement under Section 444 of the Education Act 1996 for parents to ensure their child attends school regularly.

Please see below the key monitoring thresholds the Team work to of 96%, 92% and 90%.

96% equals 7 school days absence at this point of the academic year. School will contact home to see if there are any reasons why attendance is starting to fall. At any point should you wish to contact the team, please call 01386 765588 choosing Option 1, or alternatively you can send an email to sjennings@princehenrys.worcs.sch.uk.

Each Year Group has a designated Attendance Lead who is also Deputy Head of Year; this is currently Mrs Miles for Year 9, Mrs Weller for Year 10 and Miss Rimell for Year 11 who will become Year 9 Deputy Head of Year in September. Each Deputy Head will move through academic years with the students.

92% equals 11 school days absence at this point of the academic year. Unless we know of a specific reason why your child is not attending school, then we will request medical evidence to authorise future absences. Medical evidence can be an appointment card, label off prescribed medication or you simply logging a call with your GP letting them know that your child is having frequent days off school due to ill health. Without this evidence then absences will remain marked as unauthorised which in time could lead to involvement from our Education Welfare Officer and the possibility of legal proceedings.

90% equals 14 school days absence at this point of the academic year, this percentage is classed as being a Persistent Absentee and therefore is reported to the Local Authority as a Child Missing Education. The team will be in regular contact with you to best support your child with improving their attendance through a variety of initiatives.

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Working in collaboration with Bredon Hill and St Egwin's Middle Schools

We appreciate that every family's situation is unique and that sometimes students will not be able to attend school due to illness, however medical guidance is clear that children with mild illnesses will often be well enough to attend school - for example if they have a cough, or cold, without a temperature, they can attend. To support parents with this decision making the NHS have designed the following guidance, **Is My Child Too Ill for School** - www.nhs.uk/live-well/is-my-child-too-ill-for-school.

From the start of the new academic year in September, schools will be working to the updated guidance from the Department of Education called **Working Together to Improve School Attendance**. This document states that schools will have to consider an **£80** fine issued by the Local Authority if any student has 10 absence sessions or 5 full days of unauthorised absence in a 10-week period.

We know that you can have a significant effect on your child's attendance and your help and guidance is vital in ensuring, where possible, that your child attends school every day.

Thank you for your continued support.

Kind regards

S. Jennings

Mrs S Jennings
Attendance Officer & Reintegration Support Coordinator
On behalf of the PHHS Attendance Team

