



### Attendance

Great emphasis is placed on the importance of full attendance. Students need to be present in school to maximise their individual opportunities for fulfilling potential.

Every child should strive for more than 97% attendance.

**>97% - Good**

6 days' absence



30 hours lost learning

**95% - Concern**

10 days' absence



50 hours lost learning

**<94% - Poor**

12 days' absence

60 hours lost learning

Ms Jane Barrett – Attendance Officer

**Absence Line: 0161 925 6330**

Please phone us on every day of your child's absence before 8.15am. Ensure you leave your child's name, year group, your name and number and the reason for absence.

Please book UNAVOIDABLE medical appointments outside the AM (08:45– 09:00) and PM (14:00–14:15) registration periods. **Please ensure Medical Authorisation cards are completed by your medical practitioner in such circumstances.** These are available from the Attendance Officer.

