

# ST OSWALD'S CATHOLIC ACADEMY TRUST

## Christ Be Our Light

Our Catholic family of schools is committed to living and promoting Gospel values. Through mutual support and co-operation, we strive to foster the spiritual, physical, emotional and academic development of young people entrusted to our care where each person is valued as an individual. We aim for excellence in all we do.



**St. Gabriel's  
Catholic Voluntary Primary Academy**  
Allendale Road, Ormesby  
TS7 9LF  
01642 315538  
schooladmin@st-gabriels.rac.sch.uk

**St. Margaret Clitherow's  
Catholic Voluntary Primary Academy**  
St. Margaret's Grove, South Bank  
TS6 6TA  
01642 835370  
stmargaretclitherows@smc.rac.sch.uk

**St. Mary's  
Catholic Voluntary Primary Academy**  
Tennyson Avenue, Grangetown  
TS6 7AD  
01642 455309  
schooladmin@st-marys.rac.sch.uk

**St. Peter's  
Catholic Voluntary Academy**  
Normanby Road, South Bank  
TS6 6SP  
01642 453462  
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(available to download from [website](#))

## CONTACT INFORMATION



## SCHOOL ATTENDANCE

## MONITORING PROCESS

## INFORMATION FOR PARENTS

## THE LAW

Section 7 of the Education Act 1996 places a duty on parents to ensure their child of compulsory school age receives a suitable full time education by regular attendance at school or otherwise.

Section 576 of the Education Act 1996 defines a parent as; all natural parents, whether married or not, any person who has parental responsibility for a child or young person, any person who has care of a child or young person.

A child reaches compulsory school age on or after their 5<sup>th</sup> birthday. If they turn 5 between the 1<sup>st</sup> September & 31<sup>st</sup> December, this is the 31<sup>st</sup> December; between the 1<sup>st</sup> January & 31<sup>st</sup> March, this is the 31<sup>st</sup> March; between the 1<sup>st</sup> April & 31, August, this is the 31<sup>st</sup> August.

A child continues to be of compulsory school age until the last Friday in June in the school year that they reach 16.

Where a child is not attending school regularly, a parent can be prosecuted contrary to the Education Act 1996.

There are two offences for consideration: section 444(1) where a parent fails to secure the child's regular attendance at school, triable on summary conviction to a fine up to £1000, or section 444(1A) where the parent knows the child is failing to attend school regularly, and fails to ensure the child does so, triable on summary conviction to a fine up to £2,500 & sentenced to imprisonment for up to 3 months.

## EVERY SCHOOL DAY COUNTS

**This is how Ofsted rates your child's school attendance**

<b>100%-99%</b>	<b>OUTSTANDING</b>
<b>98%-97%</b>	<b>GOOD</b>
<b>96%-95%</b>	<b>SATISFACTORY</b>
<b>94%-91%</b>	<b>INADEQUATE</b>
<b>90%-86%</b>	<b>CAUSE FOR CONCERN</b>
<b>85% &amp; below</b>	<b>SERIOUS CONCERN</b>

**The Academy expects every child to have at least 97% attendance at any one time throughout the school year**

The government expects schools to promote good attendance & reduce absence, including persistent absence; ensure every pupil has access to full-time education to which they are entitled and act early to address patterns of absence; to ensure all pupils are punctual to lessons.

St Oswald's Catholic Academy Trust fulfils these expectations through a robust attendance process which seeks to work closely with pupils and parents to achieve and sustain improvements to attendance and punctuality. Attendance practice is consistently applied across each academy.

The Attendance Policy is available to download from each academy website.

## THE PROCESS

Attendance monitoring ensures the early identification of pupils whose attendance is falling below 97%. In accordance with the duty of the academy, parents are notified in writing when a good or satisfactory level of attendance is not being achieved, at any one time throughout the school year. This is regardless of whether reasons are for authorised or unauthorised absence.

The academy seeks to support pupils at all threshold levels until good habits of attending school have been achieved and sustained. This may include your child having an Improved Attendance Plan.

Where attendance is inadequate, a cause for concern or a serious concern; formal attendance processes will be initiated. The Attendance & Early Intervention Manager for St Oswald's Catholic Academy Trust will invite the parent to an Attendance Case Conference.

A contract will be made to help improve attendance, to include an attendance target of at least 97% to be achieved in a 4 to 6-week period. Legal processes will be considered. Where there is no improvement, legal intervention will be considered.

As this is a formal process, the academy is required to abide by statutory timescales. If a parent does not attend the meeting, with or without apologies and the meeting cannot be reconvened, the meeting will be held in absence and recommendations made.

The delegated authority to initiate legal proceedings remains with the local authority.