



October 2018

Dear Parent/Carer

As you are aware, we have been working hard as a school over the past few years to improve attendance. Attendance has a strong link with progress and, at The Hamble School, we want students to achieve the best possible outcomes to ensure they have the best start when they leave secondary education. Students should aim for achieving at least 96% attendance. You will know that over the past few years our exam results have improved dramatically and so has our attendance. There is a clear link between attendance and achievement.

Firstly, we would like to thank all parents/carers who work hard with the school to ensure their child attends school regularly and are on time. If your child is going to be absent from school due to illness, please ensure you leave a message on the absence line by 8:30am. Where possible, medical appointments should be taken outside of the school day. If your child needs to be absent from school for a medical appointment, evidence of the appointment will be required to ensure the absence can be recorded as authorised. Any other absence needs to be requested and in all cases the decision is the Headteacher's. In law, parents/carers are committing an offence if they fail to ensure the regular and punctual attendance of their child at the school. If your child is absent and the school has not authorised this, then this could be subject to legal action through a fine or prosecution.

It should be noted that:

- A figure of 90% attendance is equivalent to ½ day missed of education a week. Over the course of the year this equates to 4 complete weeks missed and over 5 years this is equivalent to half a year of education missed.
- Statistics also show that a student who has an attendance of 90% over 5 years is likely on average to achieve one GCSE grade lower than expected in every one of their subjects.

In response to the changes in School Attendance Law and the Supreme Court's decision on the Isle of Wight, The Hamble School will continue to follow the Hampshire Code of Conduct for issuing penalty notices. A penalty notice may be issued if

- A child has unauthorised absence for 10 or more sessions (5 school days) within a 10-week period.
- A child is continually late to school and this lateness is unauthorised for 10 or more sessions.

Therefore, for example if you decide to take your family away for a week's holiday during term time you will be fined by Hampshire County Council £60 (at present) per child per parent/carer (a family of two adults two children will be fined £240). Non-payment of the fine will result in the fine being increased and a potential prosecution.

www.thehambleschool.co.uk

T: 023 8045 2105 • F: 023 8045 7439 • general@thehambleschool.co.uk

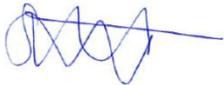
Headteacher: Mr A Govan, BA (Hons), MA Ed.

Further advice and guidance for parents/carers is available via the Hampshire County Council website:

<http://www3.hants.gov.uk/education/hias/learning-behaviour-attendance/attendance-guidance-for-parents.htm>

At The Hamble School, we feel it is important to work with parents to improve attendance. If you would like support with your child's attendance, please do not hesitate to contact Miss West (Attendance Officer) or your child's tutor. Once again, we thank you for your support and we hope that we can continue to improve the school attendance.

Yours Sincerely

A handwritten signature in blue ink, appearing to be 'S Pennington', with a long horizontal line extending to the right.

Miss S Pennington
Assistant Headteacher

If, at any time, you should require special arrangements to be made when visiting the school and/or in order to participate fully in supporting your child at school (e.g. an accessible venue for meetings, if you are a wheelchair user, assistance with translation of documents or enlarged copies of communications etc.), please do not hesitate to let us know.