EVERY DAY COUNTS

Attendance & punctuality workshop for parents and carers

Small daily choices build confident learners.

Let’s make mornings work — together.



What makes getting to school difficult?

Turn to someone near you. Choose one:

1. Mornings feel rushed
2. My child says they feel unwell
3. Bedtime makes waking difficult
4. Appointments or family pressures

No judgement.

Just practical solutions.

8:45 is when the school day begins

8:45
SOFT START

Learning begins. Children settle, practise key skills and get ready for an active day.

8:55
LATEST MORNING MARK

After 8:55, children are late. Before the register closes this is recorded as Code L.

9:10
REGISTER CLOSED

After 9:10, Code U records an unauthorised absence for the morning session. Please still bring your child in.

Being on time protects learning, routines and a calm start to the day.

PARCS builds skills children use all day

PARCS

Practise and Recall / Consolidation Activities

A purposeful start — not waiting time.

- ✓ **Strengthens memory and fluency**
- ✓ **Revisits crucial knowledge and skills**
- ✓ **Makes connections across different lessons**
- ✓ **Builds confidence, focus and independence**
- ✓ **Sets children up for active learning**

Missing the soft start means missing learning — not just registration.

Being there helps learning stick

95–100%

attendance in Year 6

30% higher odds

of reaching the expected standard in reading, writing and maths than similar pupils attending 90–95% of the time.

Every day also builds…

confidence • friendships • routines • belonging

Attendance is not only about marks — it is about feeling part of school.

90% attendance means 19 school days missed

100%

190 days in school

–

10%

19 days missed

=

Almost 4 weeks of lessons

Quick question

If one lesson builds on the last, what becomes harder after several days away?

Talk for 60 seconds: learning • routines • friendships • confidence



TEN MINUTES LATE EACH DAY

adds up to

31 HOURS

and 40 minutes across a 190-day year

More than 5 full school days of learning time*

*Illustration based on a six-hour learning day.

Arriving calmly helps children feel ready.



A LITTLE UNWELL?

Ask: are they otherwise well enough for normal activities?

USUALLY ATTEND

Slight cough • runny nose • mild sore throat

STAY HOME

High temperature • too unwell for normal activities • vomiting or diarrhoea

Vomiting/diarrhoea: return 48 hours after symptoms stop.

Unsure? Call school and explain the symptoms.

Would you send them in?

A	Runny nose, eating normally, no temperature	YES — usually attend
B	Vomited last night	NO — wait 48 hours after it stops
C	Says “my tummy hurts” every Monday	CALL US — attend if well; explore the worry
D	High temperature and very tired	NO — stay home until temperature has gone

Hold up 1 finger for attend • 2 for stay home • 3 for call us

Parents lead the routine; school helps remove barriers

YOUR RESPONSIBILITY

- Make attendance the default
- Be in for the 8:45 soft start
- Report absence promptly and honestly
- Ask for support early
- Request term-time leave in advance
- Provide evidence for exceptional cases

OUR SUPPORT

- Listen without judgement
- Help identify the barrier
- Agree practical steps
- Work with health/SEND/pastoral teams
- Work with the local authority
- Review and celebrate improvement

Term-time holidays are not normally authorised. Only exceptional circumstances are considered case by case; apply in advance and provide evidence.

Support comes first — but absence can have legal consequences

1

Conversation

We listen, check the record and understand barriers

2

Attendance plan

Clear actions, support and regular review

3

Formal action

Council involvement or a notice to improve may follow

4

Local authority action

Fine per parent, per child — or prosecution in repeat cases

National threshold: 10 unauthorised sessions (usually 5 days) within a rolling 10 school weeks.

Choose one change for this week

1 **Our morning pressure point is…**

2 **One change we will try is…**

3 **Support we may need from school is…**

Write it down • share it with someone • review it in one week

TOMORROW STARTS TONIGHT

Prepare the bag

Set the bedtime

Talk to us early

Every day. On time. Ready to learn.

Questions or worries? Speak to us early — we are on your side.