



## Spotlight on Attendance Autumn 2023

### Hello and welcome to the Attendance Matters Newsletter.

At North Birmingham Academy we believe that good attendance is crucial to children attaining well, making better progress, both socially and academically and reaching their potential. Students with regular attendance find school routines and school work easier to cope with.

The vast majority of parents/carers send their child/children to school regularly, and on time - **Thank you.**

The Government's expectation is that all children should have an attendance figure of **95-97%** - we are committed to work with you to achieve this.

In this newsletter we will try to answer some questions that arise regularly about attendance.

To ensure our practices are as effective as possible, we have a dedicated team of staff focused on this important aspect of school life.

**Mrs Mc Guire: Attendance Lead**  
**Mrs Garner: Year 8**  
**Mrs Gough: Years 7 and 11**  
**Miss Mills: Years 9 and 10**



### To report a student absence



telephone **0121 373 1647**

On the occasions when children are unwell, it is a parents/ carers responsibility to contact the Attendance Team as soon as possible, and by **8.30am** at the latest, on **each morning of absence. A reason must be provided.** Details of all absences, and lateness, are recorded.

### Medical Appointments

Where medical appointments cannot be made outside of school hours, please bring in evidence of the appointment.



### Holidays

Taking holidays in term time will have a detrimental effect on your child's progress, as they miss valuable learning. In line with Birmingham's policy, **we will not authorise any holiday in term time.**

### Fixed Penalty Fines

**Unauthorised** leave for (5 school days) or more will qualify for a fine. No advanced warning will be issued from the Local Authority as school has informed all parents that leave in term time will not be authorised.

**Fines issued 2022 – 2023**  
**Leave in Term Time: £6296.00**  
**Poor attendance: £3600.00**



### Authorised or Unauthorised?

If your child is ill, school will need details of their illness. If the reasons for the absence are made known to us, and are appropriate, the absence will be authorised. If the illness continues you may be asked for evidence from your GP. However, school **will not** authorise non-attendance for illness, if it becomes too frequent. If your child's attendance falls below 90% (persistent absentee), you will be asked for medical evidence in order to authorise the absence.



**Below 92%**  
Causing Concern

**92 - 95%**  
Below NBA Target

**96 - 100%**  
Excellent

### Facts and Figures for your information

There are 190 Teaching Days in a school year

10 Days of absence over a school year reduces attendance to 95%

15 Days of absence reduces attendance to 92% and becomes a cause for concern

Children with over 90% attendance are more likely to achieve 5 or more A-C grade GCSE's

Children with less than 85% attendance are unlikely to gain any A-C grade GCSE's

The Academy works in partnership with the **Education and Legal Intervention Team** to ensure regular attendance from all of its students and to assist and support students and their families. Legal action may be taken if your child is not attending the Academy regularly, the absence has not been authorised by the academy and there has been no improvement following the academy's attempts.



### Attendance Rewards

At North Birmingham Academy we reward good attendance by:

- presenting weekly 'Best Class Attendance' certificates to Tutor Groups
- presenting 'Most Improved' attendance certificates to individuals
- rewarding students with various prizes who achieve 100% attendance each term and throughout the year in assembly
- running movie afternoons and end of year reward trips to Drayton Manor for KS3 students and Alton Towers for KS4



The **last day** of each school term is a **compulsory school day**. All students are expected to attend.



**Sports Day** at NBA is also a **compulsory school day**.

### Punctuality Matters Too

As an Academy we monitor punctuality closely and have strategies in place to address lateness. Awareness of the impact of lateness is raised with students, staff and parents regularly.

Missed Minutes

Missed Learning

Missed Opportunities

The school gates are **open** from **8.00am** and are **closed** at **8.40am**. Any child arriving after this time must report to the **Attendance Office**. Free tea and toast are available for all students from 8.00am – 8.35am in the Atrium



### Attendance Drop In Clinic

The Attendance Team will be available each morning between 8.15 – 8.45am to address and offer support, advice and guidance about any barriers to school attendance.

We look forward to working together to achieve our Academy attendance target of

**96%**

