

## Legal statement

**Parents do not have the automatic right to take their child on holiday during term time and must ask permission beforehand.**

Headteachers have a margin of discretion to approve holidays and will have regard to a number of factors which include the impact on the continuity of learning. If the headteacher does not give permission and a parent takes a child on holiday the absence will be marked as "unauthorised." We would encourage parents to prioritise excellent attendance and to discuss any proposed holidays with the school well in advance'.



***Holidays in school time  
may be less expensive...  
But your child's education  
is PRICELESS!***

**Your child is expected to be  
in school for 190 days an  
academic year with 175 days  
off due to weekends and  
school holidays.**

## If your child is ill

**Being fit and healthy helps your child to learn. We all know that sickness can be a problem and it may be necessary for your child to be absent from school.**

**If your child is too ill to go to school, it is your responsibility to make sure you report their absence to the school every day your child is off.**



**If you need more advice you should  
contact your chemist, GP  
or NHS Direct on 0845 4647**

**[www.nhsdirect.nhs.uk](http://www.nhsdirect.nhs.uk)**



## HELP YOUR CHILDREN TO ACHIEVE

**By ensuring regular  
school attendance**



**Talk to your school before  
attendance becomes an issue.**

**They can help you.**



## Punctuality

**Getting to school on time is a good habit and benefits your child for a lifetime.**

Being late by just 10 minutes every day for a year adds up to 31 hours – that's over six full days of learning lost to your child.

5 minutes every day = **over 3 days lost in a school year.**

15 minutes = **over 9 days**

20 minutes = **over 12 days**

30 minutes = **over 13 days**

If your child arrives after the register has closed they will be classified as having an unauthorised absence. If their attendance drops to under 90% you may be liable to a penalty notice.



**Please encourage your child to be in school every day on time.**

Every school in Swansea has an Education Welfare Officer who can help you. Alternatively you can contact them on ☎ 01792 771935

## Why should my child attend school every day?

**100% attendance**

0 days learning missed

**Best chance of success!**

**2 weeks of learning missed**

reduces your child's attendance to under 95%

**Poor attendance will impact on learning**

**4 weeks of learning missed**

reduces your child's attendance to under 90%

**Poor attendance will impact on learning and you may receive a penalty notice.**

**5 1/2 weeks of learning missed**

Takes your child's attendance to under 86%

**Very poor attendance has a significant impact on learning and you may receive a penalty notice.**

**7 1/2 weeks of learning missed**

Takes your child's attendance to 80%

**Very poor attendance has a significant impact on learning. You are at risk of receiving a penalty notice or being liable to prosecution.**



## Attendance

**It is your responsibility as a parent or guardian to ensure your child attends school regularly.**

**Your child's opportunity to have a successful future depends on their education so they need to go to school.**



**Children are not "entitled" to days off school. Only head teachers can give permission for your child to be absent.**

If the school does not authorise your child's absence then you may receive a penalty notice if your child's attendance falls below 90%.

More information is available at:

**[www.swansea.gov.uk/educationpenalty](http://www.swansea.gov.uk/educationpenalty)**