

Pupils' Attendance and Punctuality

Registers should be marked in accordance with the DCSF regulations at the front of the register.

Generally, children should come to school every day unless they are ill. Our terms are shorter than most other schools' and we cannot sanction absence for any reason other than illness, bereavement or similar events.

We are required to inform the Education Welfare Dept. when any child has ten unauthorised absences in one school year and we may do this without warning.

It is expected that children will arrive at school by 8:30 every day. Traffic and public transport are not always reliable, but when this is a legitimate reason for lateness, it will affect more than one or two children.

If lateness is persistent, the teacher may ask that the child be kept at home until the problem is resolved.

Latecomers must report to reception before going to their classes. *All late arrivals should be recorded in the register.*

Lateness and absence is recorded in the child's End of Year Report.