



# Parent/Carer Attendance Update T3 2023-2024



# **We need you to support your child's positive ATTENDANCE at Oak Academy**

**ATTEND  
TODAY**

**ACHIEVE  
TOMORROW**

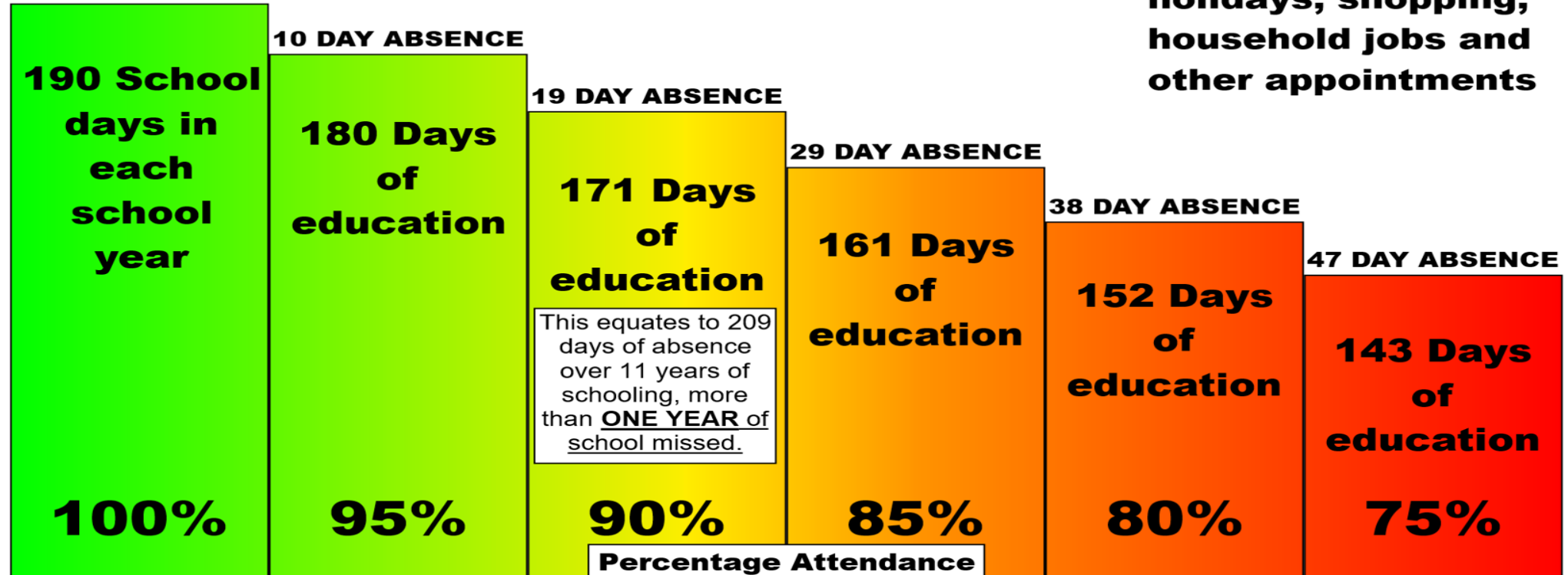


# School Attendance

**175 Non School Days Each Year**



**175 days to use for family time, visits, holidays, shopping, household jobs and other appointments**



## **GOOD**

**Best chance to succeed  
Celebrate Success**

## **WORRYING**

**Less chance of celebrating success  
Makes it harder to make progress**

## **SERIOUS CONCERN**

**Celebrating success very difficult  
Possible COURT ACTION**

# Tips to Achieve Positive Attendance

- Medical appointments need to be out of school hours where possible. Appointment letters or card for any in school hours need to be provided prior to the appointment
- Students should not have days off for minor illnesses like colds, headaches, period pains etc. Keep emergency medication to hand. If they are able to get out of bed, they need to be in school please
- Term time holidays will **NOT** be authorised

Days off could cost good grades



This letter's information comes directly from the Chief Medical Officer for England and was sent out to parent/carers in T1.

A reminder of the importance of Positive attendance and when to keep your child off school.

Dear Parent/Carer

**RE: Attendance**

As we welcome the start of the 2nd term of this academic year, I am writing to you regarding your child's attendance.

We are aware that the COVID-19 pandemic may have caused some parents to feel less confident about assessing whether their child is well enough to be in the Academy, so we have laid out some information which we hope you will find helpful. There is wide agreement among health professionals and educational professionals that school attendance is vital to the life chances of children and young people. Being in school improves, health wellbeing and socialisation throughout the life course. The greatest benefits come from children and young people attending school regularly.

It is usually appropriate for parents and carers to send their children to the Academy with mild respiratory illnesses. This would include general cold symptoms, a minor cough, runny nose, or sore throat. However, children should not be sent to the Academy if they have a temperature of 38C or above. See this link for more information. <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

In addition to respiratory illnesses, we are aware that more students may be absent from school due to symptoms of anxiety than before the pandemic. Worry and mild or moderate anxiety, whilst sometimes difficult emotions, can be a normal part of growing up for many children and young people. Being in school can often help alleviate the underlying issues. A prolonged period of absence is likely to heighten a child/s anxiety about attending in the future, rather than reduce it.

Thank you for your support in ensuring that your child does attend Oak Academy unless they have a significant illness or reason not to.

Best wishes

Oak Academy

**Oak Academy**

Slan Thomas, BEd (Hons), CEO - AAT  
Jon Webb, BA (Hons), Director of Secondary Education  
Hayley Richley BSc (Hons), Principal

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# If a Student is absent – please support us

- Parent/carers must call **01202 242300** to report any absence, by **8:25am** please. This call needs to be made each day that the student is absent
- If no contact is made with the school or no reason given for the absence, this will be recorded as an unauthorised absence
- If you are in any doubt whether your child should attend school if they are unwell, please check here -
- <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

**Non-Attendance = Missed Opportunity**



# Your child's Attendance %

- Weekly Information on your child's Attendance can be viewed in their planner. Their tutors ask them to write this in, weekly.
- This can also be viewed on the Parent App



# Support is available

We have 2 Family Liaison Officers who are here to help with your child's Attendance and Timekeeping. We want to work together with you to ensure that your child is attending and making the most of their education.

Please contact them on -

Mrs Pretty

E - [keisha.pretty@oak-academy.co.uk](mailto:keisha.pretty@oak-academy.co.uk)

D - 01202 022089

M – 07842 010725

Mrs Emery

E – [cassie.emery-tyler@oak-academy.co.uk](mailto:cassie.emery-tyler@oak-academy.co.uk)

D – 01202 774637

M - 07718 487247





# Meet our Family Liaison Officers

- Parent/carer 'Meet and Greet' sessions with the Family Liaison Officers to offer support to families, to ensure positive punctuality and attendance.
- We have 2 sessions this term.  
Monday 22<sup>nd</sup> January 10:00 am  
Wednesday 24<sup>th</sup> January 4:00 pm



# Rewards - Oak Academy has a strong Rewards culture for Positive Attendance

- In T2 we had our **Be IN To Win** with lots of weekly prizes including family vouchers for Mulligans, Cinema, Wet and Wacky, Flipout and a Meal Voucher.
- T1 saw us hold Attendance Week in with daily Attendance Prizes.
- Plus Weekly 100% Attendance Texts, Social Media shout outs and Recognition in Assemblies and Tutor Time



**Be IN To Win** Oak Academy

**Family Rewards for 100% Attendance**

<b>T2.2 Wet and Wacky</b> Swim for 5 	<b>T2.3 Flipout Voucher</b> For 2 
<b>T2.4 £20 Cinema Voucher</b> 	<b>T2.5 Mulligans Voucher</b> For 4 
<b>T2.6 £40 Meal Voucher</b> 	<b>T2.7 BUMPER CHRISTMAS HAMPER</b> 

**DRINK FOOD CHOCOLATE TREATS**



# Positive Attendance Winners T1 and T2 Gallery

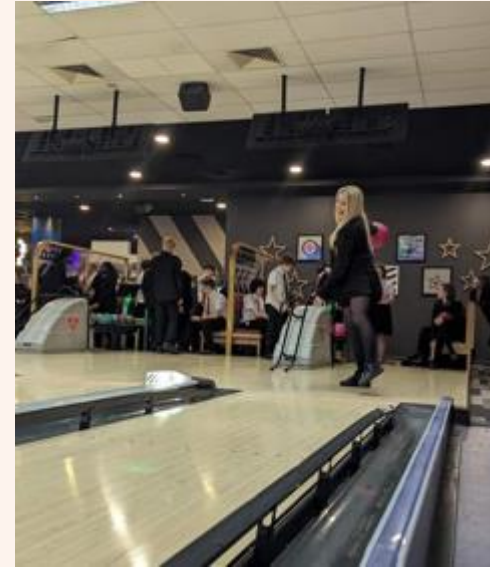




# Rewarding Positive Attendance T2

## Hollywood Bowl Trip

In the last week of the Christmas term we took 150 students, who achieved 100%, attendance to Hollywood Bowl. Students and staff had a great time!



**ATTEND  
TODAY**

**ACHIEVE  
TOMORROW**

