

Attendance Matters

RAK Academy BSK is striving to promote the value of good attendance and punctuality. Research claims that children who miss up to 14 days of school are 25% less likely to achieve age related expectations or above in reading, writing and maths at the end of KS2 than those with no absence. Children who are 20 minutes late to school are missing out on more than 2 lessons per week- this lost learning will disadvantage your child. We value your support in making sure your child attends school on time, every day. A central part of our yearly graduation requires all students maintain an attendance of 92% or above (less than 15 days of absence per year).

We aim to keep parents informed if attendance becomes a concern. Parents/ Guardians will be alerted by an amber warning letter if their child's attendance falls below 96%. A red warning letter will indicate that your child's attendance has fallen below 94% and is unacceptable.

Red	90% or below	Unacceptably low attendance	More than 15 days absent per year	Up to 228 hours of lost learning
Amber	91% - 95%	Cause for Concern	Between 9-17 days absent per year	Up to 102 hours of lost learning
Green	96% or above	Satisfactory	Less than 8 days absent per year	Up to 45 hours of lost learning
Gold	98% or above	Outstanding	Less than 4 days absent per year	Up to 24 hours of lost learning

General Attendance Information

- If your child is unable to come to school due to illness the school must be notified by 8am on the first day and every day thereafter. (See further information regarding COVID 19)
- Please notify the school via email: nelka.deepani@rakacademy.org or by Telephone **072363995**.
- A specific reason must be provided. Without specific information the absence will remain unauthorised. You should also inform your child's class teacher via Dojo.
- Children absent without notification will be contacted by the school on the first day of absence.
- The school will require medical evidence to support the absence. (See further information regarding COVID 19)
- Please make medical or dentist appointments outside of school hours
- Proof must be shown for any absences due to medical or dentist appointments. No absence will be authorised without it.
- Holidays will not be authorised during term-time, unless there are exceptional circumstances.
- When absence falls below 92% your child is at risk of failing the academic year.
- Children should not be taken out of school early. If you wish to do so, please apply in writing to claire.johnston@rakacademy.org

COVID 19 Further Attendance Information

- During the COVID 19 pandemic any child who is absent due to suspected COVID infection **will not be** adversely affected on relevant attendance statistics.
- Such absence **will not be** counted towards criteria for attendance warning letters or the academy's graduation policy.
- Please notify the school via email: nelka.deepani@rakacademy.org or by Telephone **072363995**.
- A specific reason must be provided. Without specific information the absence will remain unauthorised. This is in addition to contacting your child's class teacher via Class Dojo.
- Students who are isolating at home as a precaution but are well enough to participate in lessons are expected to participate in lessons via Google Classroom. Please contact the class teacher for more information.
- Absences due to COVID symptoms will be closely monitored by the school. Please provide updates.
- If a family member contracts COVID or if the family has been in contact with someone who has tested positive, students are required to self-isolate for 14 days. In this case, if the child is well enough, they should access learning via DLP. Communication between home and school should be well maintained and the class teacher must be informed of any updates.*

***Please find attached 'Quick Guide to Coronavirus Absences' for additional information**

We thank you for your continued support in this matter.

Claire Johnston (claire.johnston@rakacademy.org)

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