Roseburn
Primary School

Craigmount
Learning Community

Every Day Counts

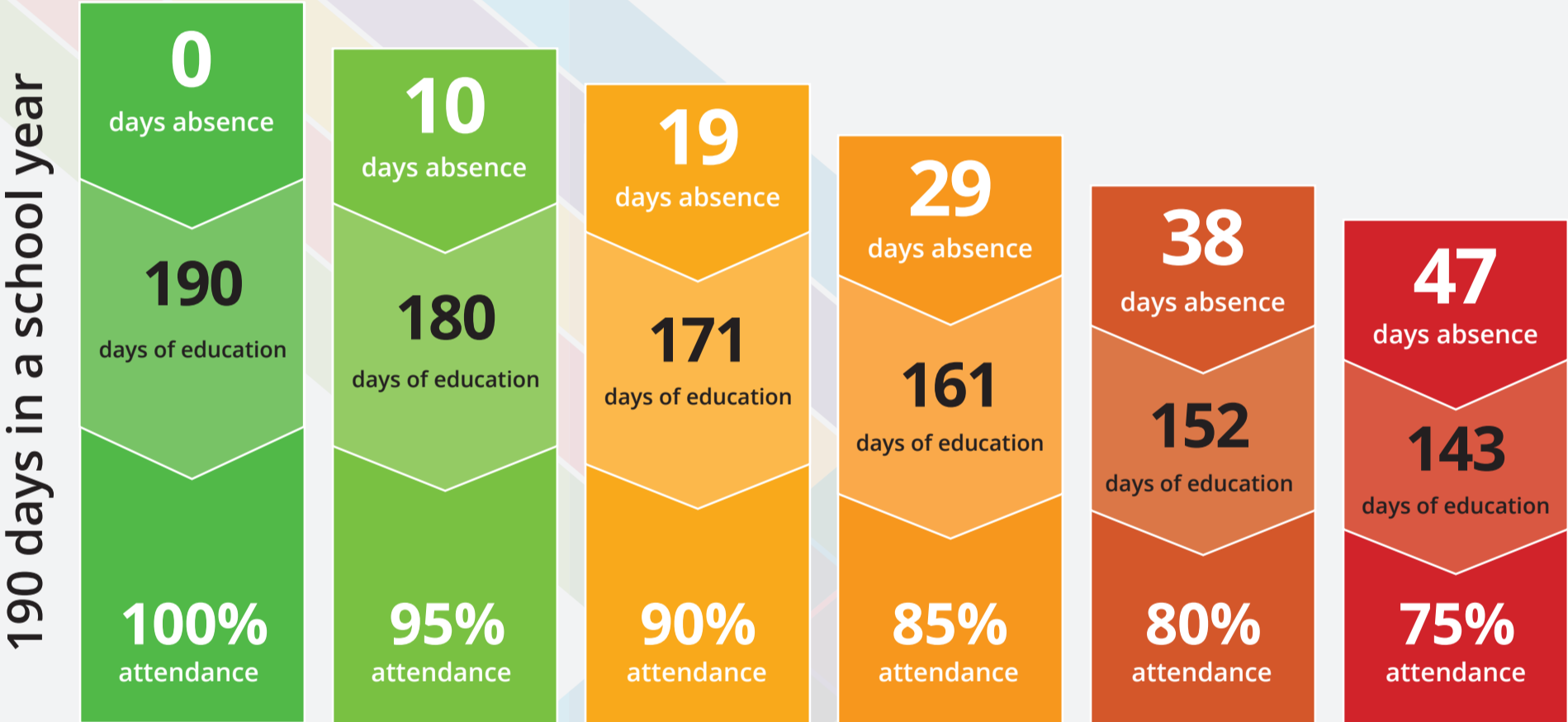**To learn and achieve** • **To have new experiences** • **To build relationships** • **To develop new skills**

Good attendance at Roseburn means...

being in school every day, ready to learn.

190 days in a school year

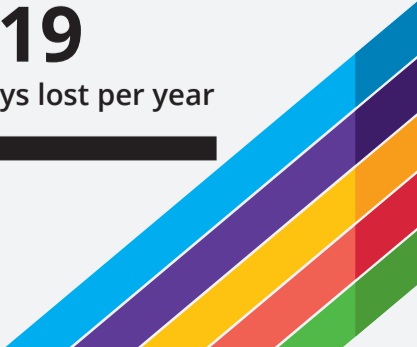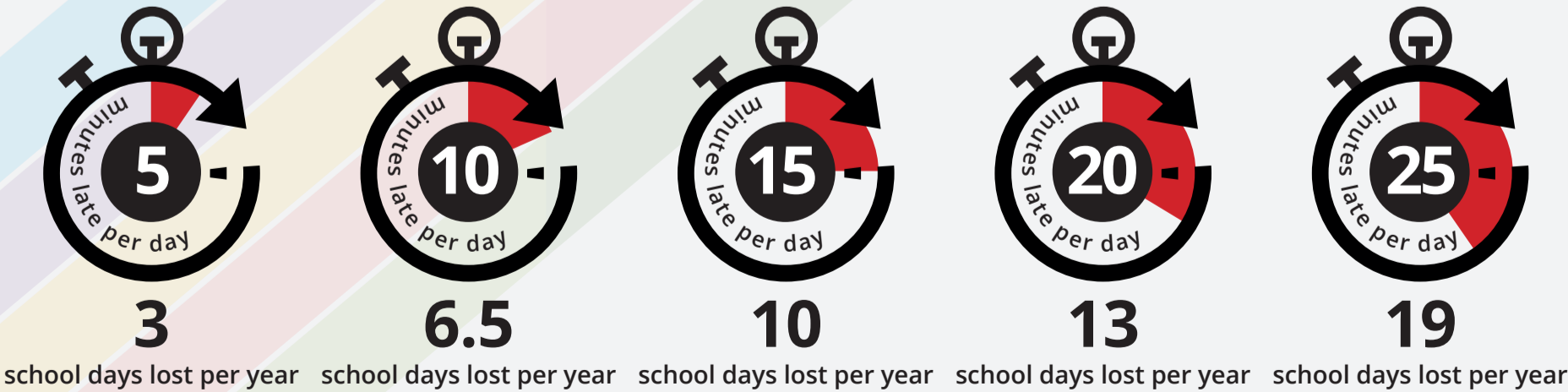|					
0 days absence	**10** days absence	**19** days absence	**29** days absence	**38** days absence	**47** days absence
190 days of education	**180** days of education	**171** days of education	**161** days of education	**152** days of education	**143** days of education
100% attendance	**95%** attendance	**90%** attendance	**85%** attendance	**80%** attendance	**75%** attendance

190 school days in a calendar year...
...this means there are 175 days not in school available for things like appointments and holidays.

Did you know?
A two week holiday in term time means that the highest attendance you can achieve is 94.7%.

Did you know?
If you are 15 minutes late each day you will have missed 2 full weeks of school in one year.

Good time keeping at Roseburn means...

being in school, on time, every day, ready to learn.

5 minutes late per day	**10** minutes late per day	**15** minutes late per day	**20** minutes late per day	**25** minutes late per day
3 school days lost per year	**6.5** school days lost per year	**10** school days lost per year	**13** school days lost per year	**19** school days lost per year

Relationships • Respect • Resilience • Responsibility • Rights

Roseburn
Primary School

Craigmount
Learning Community

Every Day Counts

Promoting Attendance within our Craigmount Learning Community

Planned Absence
If a pupil has a planned absence, the parent/carer should let the school know in advance.

Unplanned Absence
If a pupil has an unplanned absence, the parent/carer should let the school know on the first morning the pupil will be absent from school.

Register taken at the start of the school day

Contact will be made with the parent/carer of any young person absent from school when no reason has been given in advance.

The parent/carer should update the school with the reason for absence.

Any young person arriving after the start of the school day will be recorded as late.

Monitoring Attendance

Each school tracks and monitors all attendance and lateness monthly.

If overall **attendance falls below 90%** then contact will be made with the parent/carer. This will be done by the 10th of each month.

If overall **attendance falls below 85%** then schools will take further action.

After a period of absence, staff will support pupils on their return to school and help them engage with missed learning.

Learning Community headteachers meet each term and will monitor attendance to identify and action any supports.

Relationships • Respect • Resilience • Responsibility • Rights