



## ATTENDANCE

NEWSLETTER - JAN 25

Dear Parent/Carer

We hope you all had a fantastic Christmas and New Year break!

The Academy would like to congratulate the **289 students** who achieved 100% attendance during Half Term 2. These students will have received their certificates along with their new 100% badges.

### **Tutor and Year Group Attendance**

We would like to share the success of Mr Proctor's tutor group - 11H. During Half Term 2 they managed to achieve the highest attendance at 97.2%. At present, 11H also hold the highest tutor group percentage cumulative.

Also sharing the success is Year 7 for keeping their top spot for highest attendance both for Half term 2 and cumulatively.

### **Unauthorised Absences**

There seems to be quite a lot of parents/carers querying why their child's attendance has been unauthorised, even when they have contacted the Academy. Communication with school doesn't necessarily mean the absence will be authorised. On occasions, attendance would be unauthorised for the following reasons –

- The student's attendance has fallen below 90%.
- No evidence to accompany a medical appointment.
- Holidays during term time.
- Lateness after registers close (Truancy).

### **Communication Lines**

Our main line of communication is ClassCharts, on here you can use the 'Report Absences' tab.

Other lines of communication are as follows.

**Email –**  
[attendance@maltbyacademy.com](mailto:attendance@maltbyacademy.com)

**Telephone – 01709 812 864**  
Option 2 for Attendance.  
Please leave us a voicemail and we will call back as soon as possible.

## Holidays During Term Time and Persistent Absence

From August 2024 the guidance from the Local Authority regarding Fixed Penalty Notices (FPN) and holidays during term time has now changed. The new guidance states, that students missing 10 sessions (5 days) within a 10-week period that are recorded as unauthorised would be subject to a referral to the Local Authority for issue of Fixed Penalty Notice.

The Fixed Penalty Notice process has now also changed, the fine has increased to £160 per parent, per child. However, if paid within 21 days is reduced to £80 per parent, per child. If further leave is then taken within a 3-year period and you meet the threshold for FPN again, this will not be offered at the reduced rate and will just be the £160 per parent, per child. If it is then needed for a third FPN to be issued, then this will then be pursued within the Magistrates Court.

