

Underwood West Academy

Attendance Policy



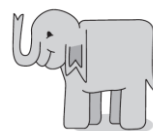
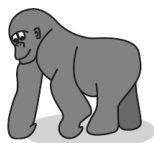
Attendance Matters

All children are responsible for:

- Encouraging and telling friends to come to school
- Getting ready for school on time
- Arriving at school on time
- Coming to school everyday
- Always trying their best

All parents/carers are responsible for

- Telling Mrs Gill if children are ill or absent from school and the reason why
- Making sure children are up and ready for school on time, every day
- Arranging holidays for during school breaks
- Getting children to school safely
- Making sure children arrive at school on time



All School staff are responsible for ...

- Taking a register to see who is in school every morning and afternoon
- Keeping children in school safe
- Making lessons interesting and fun
- Listening to problems which might keep children off school or make them late. Don't forget – Attendance matters!

The incentives for good attendance are:

- Attendance focus days – on a selected day, the class who are all present and punctual at the close of registration (9.00am) will receive a prize!
- The class with the best attendance each week will receive a certificate to display and can look after the school's guinea pigs.
- The class with the best attendance per half term will win themselves an exclusive non uniform day, a certificate and prize!
- Each term there will be a bigger, seasonal themed treat for the children with the best attendance for the term such as:
 - games afternoon
 - bringing in I-Pads/tablets
 - extra playtime
 - film/afternoon party
 - trip/visit
 - picnic

***Remember – Attendance matters
You can make a difference to your education
and your future.***

