

John Ray Infant



Reporting illness

Please ensure you report your child's absence before 9am each day they are absent. Please explain what your child's symptoms are. If you do not contact us, we will need to ring you, as part of our safeguarding procedures, to find out why your child is not at school.

Absence line- 01376 323 071

Planned absences (medical or dental appointments)

Please email proof of the appointment to johnrayinfant@compassps.uk. If your child's medical appointment is first thing in the morning and your child normally has a school dinner, please inform the school office their lunch choice for that day.

Holidays and other absences

Please submit an exceptional leave of absent form prior to the absence. This can be collected from the school office. Please see below a link to Essex penalty notices.

[School attendance and absence: Penalty notices | Essex County Council](#)

Year group totals

Reception – 94%

Year 1 – 94.3%

Year 2 – 94.8%

Attendance winners this week – Hedgehogs 96.6%

Monitoring attendance

We monitor children's attendance in a range of ways - daily, weekly, half termly, termly and annually. When doing this we are looking for patterns in children's attendance such as odd days off, the same days off, siblings' attendance. Attendance is crucially important for children's success at school; this includes social as well as academic success.

Attendance Letters

Each fortnight we look at whole school attendance, including all the reasons for absence, and we will contact, by letter, those parents whose child has an attendance level below 93%. We currently have 39 children whose attendance is below 90%, which is classed as Persistent Absence. This is more than a whole class. We become concerned when a child's attendance is nearing 90% and we begin to monitor this more closely. If your child's attendance falls between 93% - 90%, we will invite you in for a meeting to discuss attendance and to see what support may need to be in place. It is important extremely important to attend any meetings you are invited to. In cases 90% or below, we will unauthorise any further absences without a form of medical evidence. Accepted forms of medical evidence include prescribed medication with the child's name and date this was prescribed clearly visible/GP or hospital appointments, such as a text message or letter. We aim to work with parents/carers to help improve a child's attendance so that all children can benefit from being in school regularly and achieving their full potential.

Where can I get help and advice?

If you need support in relation to your child's attendance, please do not hesitate to contact us and arrange an appointment. We are here to help and support. If you're experiencing difficulties getting your child to school, or have concerns about their attendance, please don't hesitate to contact us.

Please find below a link to the Essex Child and Family services

[Family Support - Essex Child and Family](#)

What does the law say I must do as a parent/carer?

Once your child is registered at a school, you are legally responsible for making sure they attend regularly. This means your child should not have any unauthorised absence as this would constitute an offence in law. When attendance doesn't improve after support or, when a minimum of 5 days unauthorised holiday/leave is taken, legal action can be taken.



We hope this information has helped to provide some clarity about the systems, policies and procedures we use to promote good attendance and punctuality as well as our important work we do to safeguard your children.

ATTEND TODAY
ACHIEVE TOMORROW





UK Health
Security
Agency

NHS

Should I keep my child off school?

Yes

Until...

Chickenpox	at least 5 days from the onset of the rash and until all blisters have crusted over
Diarrhoea and Vomiting	48 hours after their last episode
Cold and Flu-like illness (including COVID-19)	they no longer have a high temperature and feel well enough to attend. Follow the national guidance if they've tested positive for COVID-19.
Impetigo	their sores have crusted and healed, or 48 hours after they started antibiotics
Measles	4 days after the rash first appeared
Mumps	5 days after the swelling started
Scabies	they've had their first treatment
Scarlet Fever	24 hours after they started taking antibiotics
Whooping Cough	48 hours after they started taking antibiotics

No

but make sure you let their school or nursery know about...

Hand, foot and mouth	Glandular fever
Head lice	Tonsillitis
Threadworms	Slapped cheek



SCAN ME

Advice and guidance

To find out more, search for health protection in schools or scan the QR code or visit <https://qrco.de/minfoc>.