



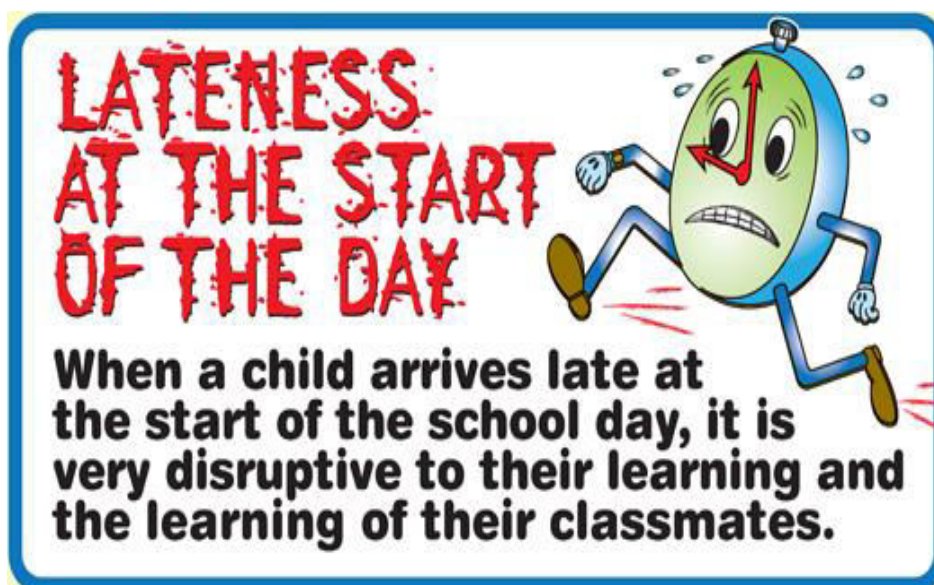
ATTENDANCE NEWS

1st February, 2018

Dear Parents/Carers

Registration begins at 8.45am, learning starts at 8.55am

Please ensure your child is on time EVERY day.



Our School target for the year is 96% Our attendance at the end of the last week was 93.1%. Please send your child to school every day so we can reach our target by the end of the summer term. Thank you.

Term Time Holidays

It is a rule of the Academy that no holiday requests are granted in term time irrespective of your child's overall attendance.

Where a parent takes their child out of school for a holiday the absence will not be authorised and the Missing Education and Child Employment Service may issue a penalty notice to each parent of £60 for each child to be paid within 21 days. If the penalty is not paid within the time scale the penalty will increase to £120. If the higher penalty is not paid within 28 days the Local Authority will then institute legal proceedings against you in the magistrate's court under Section 444 of the Education Act 1996 for failing to ensure your child attends school regularly.

Please contact the school every morning that your child is absent.

We will contact you if your child is absent and we have not heard from you. If contact cannot be made we may visit your home.

You can let us know in any of the following ways:

- By phoning the school on 01255 424328. Please select option one and leave a message on the answerphone.
- Send an e-mail to office@ravensacademy.attrust.org.uk
- By seeing your child's class teacher or by reporting the absence to the school office.
- Send a message to the teacher via class Dojos
- Send a message via a friend/relation