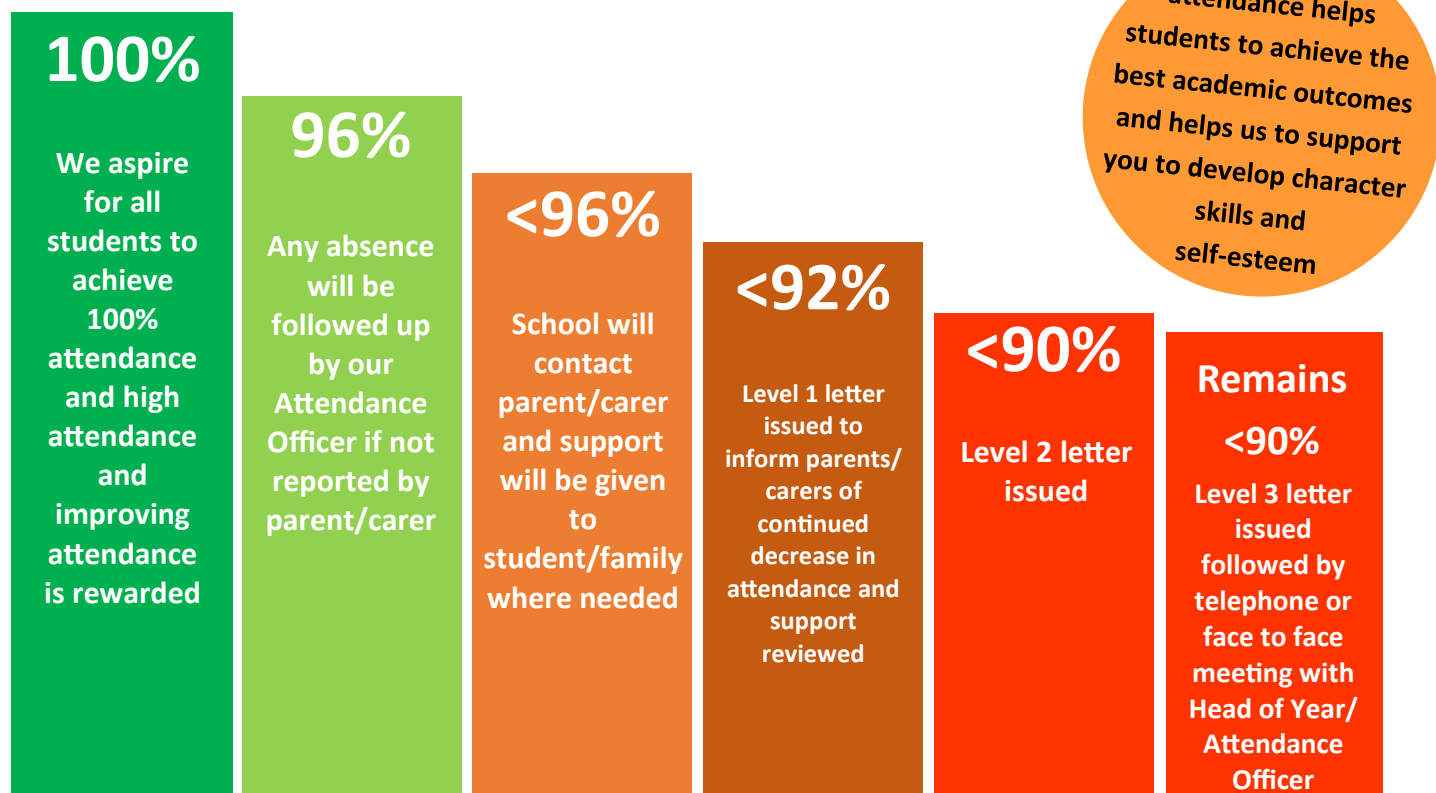


# GOOD ATTENDANCE MEANS...

Being in school at least 96% of the time



95% Attendance	47 lessons missed each year. 8 days in total or 1 week and 3 days
90% Attendance	95 lessons missed each year. 16 days in total or 3 weeks and 1 day
85% Attendance	142 lessons missed each year. 24 days in total or 4 weeks and 4 days
80% Attendance	190 lessons missed each year. 32 days in total or 6 weeks and 4 days

Attendance above 95% positively correlates with increased academic progress. 90% attendance (persistent absence) equates to 18 days missed and is linked to reduced academic progress.

We take a whole school approach to maintain excellent attendance. It is a **joint** responsibility of parents, students and staff. You can read the full policy on our website.

If you are absent, parents/carers should let us know via [Studybugs](#). If they cannot do this, they should phone 01803 653 750 and leave a message.

Medical and dental appointments should be made out of school hours. Where this is not possible, the student should be out of school for the minimum amount of time necessary, e.g. at the beginning or end of the school day. For cases of planned absence please contact school using the email:

[attendance@tggsacademy.org](mailto:attendance@tggsacademy.org)

## Lateness and Punctuality:

When you are late, sign in using the iPads in main reception. It's important you give a reason. Students who arrive late without a valid reason will receive a warning on ClassCharts.

Arriving late persistently or having a pattern of lateness may also lead to a sanction depending on the reasons for absence.

Being late 30 minutes each day would result in the equivalent of 19 days lost each year!

