



Sunrising, East Looe, Cornwall PL13 1NQ

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Headteacher: Mr S Yalden BSc (Hons) PGCE NPQH

Our Ref: EGI/SYA

24 October 2024

Dear Parent/Carer

Is my child too ill for school?

Now that there is clear advice and guidance from the NHS about deciding if a child is too ill for school, our attendance team will only authorise an absence for illness which is in line with the guidance from the NHS - <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school>. All other absences due to illness will be unauthorised.

Our aspiration is for a student's attendance to be in excess of 97% across an academic year. Last year we fell far short of this. Just a week's worth of absence can have a marked impact on a student's progress at school.

Term time holidays will only be authorised in exceptional circumstances and are to be avoided and students who received 10 unauthorised sessions for any reason (equivalent to 5 school days) within a rolling 10 school week period may be subject to the fixed penalty notice process through the local authority. There will be, on occasion, unavoidable reasons for absence and it is our aim to work together to support you and your child in minimising the impact of this. Clearly where there are valid medical reasons for why your child is absent, we will do our utmost to support you in that situation.

The Cornwall Council Code of Conduct applies and states:

"If your child is absent from school without authorisation, you will be committing an offence under the Education Act 1996. We may submit a request to Cornwall Council for a Penalty Notice to be issued, in accordance with Sections 444A and 444B of the said Act. Penalty Notices are issued per liable parent, per child and each carry a fine of £80 if paid within 21 days or £160 if paid after this but within 28 days. Failure to pay the Penalty Notice may result in legal action. Absence not authorised by the school may result in a prosecution in the Magistrates' Court under Section 444(1) or Section 444(1A) of the Education Act 1996, leading to a fine of up to £2,500 and/or a custodial sentence. Cornwall Council may also apply for the costs incurred in taking the matter to Court."

Please note the change to reflect the national expectations in this regard that were publicised over the summer break. The academy does not benefit financially from the issuing of penalty notices in any way.

Whilst we will follow our attendance procedures to work together to support attendance, we also welcome your contact if you need any advice or support with any aspect of attendance. If you need additional support, please do not hesitate to contact your child's tutor in the first instance. If this is not possible you can contact our Attendance Officer, Miss Martin (jmartin@looeca.net). Please note each case is treated individually and support will be offered to improve attendance. If, however, attendance does not improve due to lack of engagement, the school may have to refer the matter to the Education Welfare Service.

You are welcome to contact the school to discuss any concerns you may have regarding this or if you feel you would like advice or support in helping your child attend more regularly. Looe Community Academy is committed to enabling every child to reach their full potential and aims to work with parents to ensure this can be achieved.

Many thanks for your continued support.

Yours faithfully



Mr Ed Gilbert
Assistant Headteacher – Pastoral