



The Featherstone Academy

SCHOOL INFORMATION

Absence

All students are expected to attend every day The Featherstone Academy is open. Absence is expected to be less than 5% each year.

Illness procedures

If your child feels ill in the morning please provide them with appropriate pain relief/medication and send them to school. Any medication should be handed in to Student Services who will administer it at appropriate times throughout the day. Your child should be in school if they have a minor illness such as a headache, cold, sore throat or period pains. If your child is ill i.e. to the extent that they cannot get out of bed, then please ring school to notify the attendance team of their absence. Please ensure that your child returns to school as soon as possible, even if they are not 100%. If your child is absent from school for 4 days or less then you must provide a written note in their planner. On their return to school, students will be asked for their note and then booked into isolation for truancy if they fail to provide one. If your child is absent from school for 5 days or longer please provide a medical note.

Medical Appointments

A full day's absence will not be authorised for a medical appointment. Please arrange all appointments outside the school day. If the appointment is unavoidable, your child must come to school before and after the appointment. Any full day's absence will be marked as parentally condoned truancy, unless official medical proof can be provided that these was necessary.

Requests for absence during term-time

Following new Government Legislation holidays will not be authorised during school time and a fixed penalty fine of £60 will be issued. A Holiday Notification form is available through student services or our website. If you do not notify us but we have evidence that your child has been on holiday, a fixed penalty fine will still be issued.

Lateness

All students are expected to be in their form room or assembly hall by 8.25am at the latest. Students will be issued with a detention if they arrive after this time. All students must sign in at Student Services if they arrive to school after 8.45am.

Absence Line

Please contact the absence team on **01977 722805** to notify the academy of any absence or discuss any concerns you may have.