

WHY ATTENDANCE MATTERS

A very warm welcome back to all our students and families as we begin another exciting school year.

As we begin this new academic year, our focus remains on providing a safe, supportive, and inspiring environment where every student can thrive, achieve their potential, and develop the skills needed for future success.

Good attendance helps students make consistent progress, build confidence & develop positive routines. Missing school can have significant impact over time. For example, 90% attendance means a student misses nearly half a day of school each week.

Regular attendance is not just a legal requirement; it is also vital for students to maximise their learning and to achieve their full potential here at Jewellery Quarter Academy.

Research shows that students with the best attendance also achieve the best results.

ATTENDANCE % GUIDANCE

Outstanding/Good – 97-100%

Good – 95-96%

Concern – 90-94%

Unsatisfactory – 89% and below

**MOMENTS
MATTER,
ATTENDANCE
COUNTS.**

LEAVE IN TERM TIME

To request a Term Time, Leave Form please email:
enquiry@corejewelleryquarter.academy or visit our Reception.

This form is to be used to request all types of leave for students.

This form will need to be returned including any supporting evidence.

Holidays should not be taken in school time.

Any Leave of Absence can only be agreed by the Headteacher and only where there are exceptional circumstances.

It is understood that if taking LITT the Local Authority may take legal action/issue a Penalty Notice to each parent for each absent child.

Over the last 2 years there have been over 20 Fixed Penalty Notices applied to families that have taken LITT

ATTENDANCE EXPECTATIONS

Punctuality is essential – students are expected to be in school on time

Students are expected to attend school every day unless they are genuinely unwell

Parent/Carers are required to call or email if their child is going to be absent – stating the reason for absence

Promote the importance of daily attendance at home

Maintain high attendance, expected 95% to support progress and achievement



PUNCTUALITY AT JQA

- All students are expected to be on school grounds by 8:31am
- Ensure your child attends every day, on time, equipped and ready to learn.
- Students can arrive between 7:45am and 8am (last entry) for Breakfast Club.
- For all other students – Student entrance on Albion St opens at 8:15am and closes at 8:35am.

If your child is late to school regularly there are levels of report that they will be placed on.

Students and parents need to ensure they consider traffic for their journey to school.

If you or your child is struggling to get into school on time, please contact us to discuss further.

SUPPORT

- We have several methods of support for students finding it difficult to come to school for whatever reason.
- MADE Mentoring: 1:1 support focused on Attendance support
- Place2Be: 1:1 support that covers a wide range of Mental Health Concerns
- Compass: Emotionally based school avoidance, Mental Health.
- Please speak with the Year Group Coordinator for any further information

CONTACT INFO

Thank you for working in partnership with us to achieve the highest possible levels of attendance and punctuality at Jewellery Quarter Academy.

If you require any support please do contact us on

0121 729 7220 OPTION 2

or you can email Mrs Wilkinson

[swilkinson@
corejewelleryquarter.academy](mailto:swilkinson@corejewelleryquarter.academy)

