



## Newsletter

# ATTENDANCE

### What is good attendance?

- The attendance target for all students is 96% or above.
- To achieve 96% attendance in Term 1 students must attend 33 or more days. (Term 1 length 35 days)

### Why is good attendance important?

- High attendance increases the chance of academic success. 8 out of 10 students with 95% attendance achieved GCSE grades 4 or above in English and Maths, compared to 5 out of 10 students who had attendance less than 90% (Seahaven Academy cohort 2025).
- Having high attendance helps students to build positive relationships with peers and staff.
- Having high attendance builds confidence in learning. Students have the foundations to grow knowledge and have less gaps in their learning.



### September – The Key to Success

- Research shows that students who miss two or more school days in September are more likely to become persistently absent (attendance below 90%) and therefore underperform.
- Last academic year 83% of Seahaven students who missed two or more days in September were persistently absent at the end of the year.
- During September, students grow relationships with peers and staff, learn important routines and develop good habits.
- For every full week attended, students will earn an entry into the golden ticket event.
- All students with 100% attendance in September will be entered into our first prize draw
- As a school we will monitor attendance closely during September and contact you if we are concerned.

### Attendance Marks

- Each day consists of two attendance marks (AM and PM).
- Students must be present all day in order to gain both marks.

## How to Report Absence

- Call 01273 517601 (**option 3**) or email [attendance@seahavenacademy.org.uk](mailto:attendance@seahavenacademy.org.uk) before 8.25am on the **first and each day** of absence.
- Provide the students name, year group, reason for absence and expected return date.
- The school may contact you during the day to check in and follow up regarding the absence.

All Year 11 absent students will be called daily by either the Head of Year, Key Stage Director or Vice Principal.



## Appointments

- Book medical / dental appointments outside of school hours, where possible.
- There are 167 non-school days available to be used for these appointments.

## Holidays and Leave Requests

- Holidays during term time are not allowed unless there are exceptional circumstances.
- Leave of absence requests should be made four weeks prior to the holiday.
- Unauthorised absence may lead to fines.

## Support and Consequences

- The school will contact you if your child's attendance drops.
- If you have any concerns or need support, contact your child's Tutor or Head of Year.
- Persistent absence (below 90%) may lead to meetings, support plans or referrals.
- Continued poor attendance can result in fines or legal action.

## Punctuality

- The canteen is open from 8.00am serving breakfast and **free** bagels.
- The gate to the tennis courts opens at 8.15am.
- Students must be on the tennis courts by 8.30am.
- Arriving late affects attendance and without valid reason will lead to a **60 minute detention** after school.
- If there is a reason for lateness the students can arrive with a signed note from home, parents can email the school or call attendance. Under these circumstances, the sanction will not be issued.



*Be Kind. Be Confident.  
Be Ambitious*