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Director - Children and Young People's Services  
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**Date:** 23<sup>rd</sup> June, 2015



Dear Parent or Carer,

**Re: Important changes to the measurement for school attendance from September 2015**

I am taking this opportunity to write to let you know about some important changes regarding school attendance being introduced by the Government.

Liverpool City Council believes that good attendance is essential if your child is to achieve the best results possible while at school. The Government expects pupils to have a minimum level of attendance of at least **97%** and our schools will be working towards this new target for the forthcoming academic year.

You may also be aware the Government requires schools to measure attendance by 'Persistent Absenteeism', which is defined as the number of times your child is absent during the year.

A pupil who is persistently absent is one who misses 10% or more of their schooling **for any reason**, from the beginning of the school year to the end of any given half term period as indicated below. Please note that one session is equivalent to half a day.

Terms	Persistent Absence at 10%	Number of days off school
September – October	7 or more sessions	3.5 days
September – Christmas	14 or more sessions	7 days
September - February	20 or more sessions	10 days
September – Easter	25 or more sessions	12.5 days
September – May	31 or more sessions	15.5 days

Improving school attendance is a key priority for the Council and its family of schools and the support of our parents is crucial to achieving this goal. Ofsted will measure the performance of your school against this target as well as the usual measures and we need your help to ensure that your child and their school do as well as possible.

If you have any queries, please contact Allison Cain, Attendance Lead, on 0151-225-3938. We thank you for your continued co-operation.

Yours faithfully,

Colette O'Brien,  
Director, Children & Young People's Services.



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