



Joseph
Leckie
Academy

Joseph Leckie Academy

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Principal: Mr A McNaughton

10th October 2025

Importance of Excellent Attendance and Punctuality

Dear Parent /Guardian

At Joseph Leckie, we are committed to ensuring that every student has the best possible opportunity to achieve their full potential. One of the most significant factors influencing academic success is excellent attendance and punctuality. Regular attendance allows students to fully engage with lessons and their learning, take part in discussions, socialise with staff/their peers and build on their knowledge day by day. Being punctual to school ensures students have a positive start to the day, develops good habits and routines, shows responsibility, commitment and determination; qualities that are highly valued by colleges, universities and future employers.

Rewarding excellent Attendance and Punctuality

To reward good attendance and encourage personal resilience, any student with 100% attendance over the **next two weeks (13th October – 24th October)**, will be entered into a prize draw:

First Prize = £50 Amazon Voucher

Second Prize = £40 Amazon Voucher

Third Prize= £30 Amazon Voucher

Each year group 7 – 11 will have a prize draw of £10 Amazon Voucher

We intend to repeat this every half term – and prizes will vary with each term. Attendance will be 're-set' every half term so any previous winners will be eligible for prizes - if they achieve 100% attendance again.

Although we understand some absence is completely unavoidable, rewarding and encouraging 100% attendance is a legitimate and worthwhile aim. Unfortunately any statistical absence during the next **TWO weeks** will mean that a student is not eligible for the prize draw, but attendance will 're-set' at the start of next half term.

Impact of absence on progress and GCSE outcomes

Any form of absence from school can have a considerable impact on progress. For example, missing just one day of school each fortnight **equates to almost two weeks of lost learning** over the course of the year. Students with poor attendance often find it more difficult to keep up with their work, leaves gaps in their knowledge and understanding in various subjects, hinders academic progress and significantly impacts their confidence and performance in formal examinations.

Recent data indicates that pupils with an excellent attendance rate of between **95-100%** are notably more likely to achieve **Grade 5 in both English and Maths GCSE** compared to their peers with lower attendance rates. In addition students who attended nearly every day were **1.9 times more likely to attain a Grade 5 than those who attended 90-85%** of the time (equating to approximately **two weeks** more time spent in school throughout the year). The likelihood of achieving this crucial grade, diminishes sharply for pupils who are **persistently absent** - with those attending **only 85-90%** of the time being **three times less likely** to achieve the same outcomes.



Learn together, lead together.



The
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It is astonishing to note that missing just **10 days** in Year 11 can reduce the probability of obtaining a Grade 5 in English and Maths by nearly **50%**. This clearly illustrates the correlation between increased attendance and improved chances of success. Furthermore, the data indicates that there may be gains in attainment by improving attendance of all pupils by a single **5% band** across the range of attendance categories. (See table below).

Attendance Band	Range of possible days missed	Range of possible weeks missed
95-100%	0 - 9.5	0 - 1.9
90-95%	9.5 - 19	1.9 - 3.8
85-90%	19 - 28.5	3.8 - 5.7
80-85%	28.5 - 38	5.7 - 7.6 (approx. half a term)
60-65%	66.5 - 76	13.3 - 15.2
50-55%	85.5 - 95	17.1 - 19
<50%	>95	>19

By ensuring your child maintains excellent attendance and punctuality, you are supporting their academic progress, increasing their chances of success and allowing them to reach their full potential so as to secure the best possible outcomes for their future.

Late to school (after 9.00am)

When a student arrives at school after the morning register has closed (9.00am), they are marked with 'U' code on the attendance register. A 'U' code means that although the student is present in school, the lateness is recorded as an **unauthorised absence** for that session. This is because the learning time missed at the start of the day has a significant impact on progress and disrupts the start of lessons. Frequent 'U' codes can reduce a child's overall attendance percentage and may lead to attendance interventions or penalty notices if the pattern continues.

We have amended our policies (Attendance and Behaviour) therefore, to reflect that any student **arriving to school after 9.00am, will receive a one hour detention on the same day**. Parents/carers will be informed if their child has to remain behind school for a detention. We hope that parents will support us and ensure their child arrives to school at the expected time before the **gates close at 8.28am**.

Medical Appointments during school hours.

We would like to remind parents and carers that medical and dental appointments should be arranged outside of school hours whenever possible. Every lesson counts and missing a short period of learning can disrupt a child's progress. We understand that some specialist appointments cannot be scheduled outside of school time but these should be kept to a minimum. Where an appointment is unavoidable, please provide advance notice and ensure **your child attends school before and /or after the appointment** wherever possible.

Our current attendance stands at **93.8%** compared to the National average of **94.48%**. This puts us in the bottom 30% of schools Nationally, and significantly impacts the students who are absent here compared to their peers in other schools. We are working hard to reach our academy target of **97%** but we cannot achieve this target without your support.



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We kindly ask all parents and carers to work closely with us, ensuring your child attends school every day and arrives on time.

Thank you for your continued support in promoting excellent attendance and punctuality at Joseph Leckie Academy.

Mrs O'Sullivan



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