



Ysgol Deganwy

Attendance and Punctuality



Your child's learning and wellbeing is important to us at Ysgol Deganwy. It is important for your child to attend school as much as they can, so they can achieve their best.

Poor attendance can also affect your child's self-esteem, their friendship groups and your child will fall behind with their work.

Poor Punctuality

Being frequently late for school adds up to lost learning:

- Arriving 5 minutes late everyday adds up to over 3 days lost each year
- Arriving 15 minutes late everyday is the same as being absent for 2 weeks a year
- Arriving 30 minutes late everyday is the same as being absent for 19 days a year.

Ysgol Deganwy's Attendance Policy is available upon request from the School Office. swyddfa@deganwy.conwy.sch.uk

Authorised Absence

Authorised absences are for illness and medical appointments. You must always inform the School Office if your child will not be in school. You should provide proof of medical appointments where possible. Pupils are expected to come to school before and after appointments.

Unauthorised Absence

Absences are unauthorised if you keep your child off school for any of the following reasons: holidays which haven't met Conwy LA criteria, family birthdays/events, shopping, visiting relatives, watching a sport event, etc. You must inform the School Office whenever your child is absent.

Absences in a year

10 days absence = 95% attendance
19 days absence = 90% attendance
29 days absence = 85% attendance
38 days absence = 80% attendance
47 days absence = 75% attendance

Your child's attendance matters – Your child cannot achieve in school if they are not here:

- ½ day off in a week = 90% attendance
- 1 day off in a week = 80% attendance
- 1 ½ days off in a week = 70% attendance
- 2 days off in a week = 60% attendance

We expect our pupils to aim for 100%. We require you child to be here at least 95% of the time.

% Attendance	What does it mean?
100%	Excellent attendance. Well done!
94-99%	Good attendance. Keep it up!
90-93%	We are starting to become a little bit worried. Mrs Lisa Eardley (Interim Deputy) will be monitoring attendance and may want a chat with you.
Below 90%	At this stage your child's attendance is a serious concern. Mrs Lisa Eardley will ask you in for a chat to see how we can make things better. You will receive a letter.
85% or below	Very serious concern. If no improvement, you will be asked to attend a formal meeting in school and we will consider whether to refer you to the Educational Social Worker.





Ysgol Deganwy

Presenoldeb a Phrydlondeb



Mae dysgu a lles eich plentyn yn bwysig i ni yn Ysgol Deganwy. Mae'n bwysig i'ch plentyn fynyachu'r ysgol cymaint ag y gall, fel y gall gyflawni ei orau. Gall presenoldeb gwael hefyd effeithio ar hunan-barch eich plentyn, ei grwpiau cyfeillgarwch a bydd eich plentyn ar ei hôl hi gyda'i waith.

Prydlondeb Gwael

Mae bod yn hwyr yn yr ysgol yn aml yn arwain at golli dysgu:
Mae cyrraedd 5 munud yn hwyr bob dydd yn golygu colli hyd at 3 diwrnod bob blwyddyn
Mae cyrraedd 15 munud yn hwyr bob dydd yr un fath â bod yn absennol am 2 wythnos y flwyddyn
Mae cyrraedd 30 munud yn hwyr bob dydd yr un fath â bod yn absennol am 19 diwrnod y flwyddyn.

Mae Polisi Presenoldeb Ysgol Deganwy ar gael ar gais o Swyddfa'r Ysgol.
swyddfa@deganwy.conwy.sch.uk

Absenoldeb Awdurdodedig

Mae absenoldebau awdurdodedig ar gyfer salwch ac apwyntiadau meddygol. Rhaid i chi bob amser hysbysu Swyddfa'r Ysgol os na fydd eich plentyn yn yr ysgol. Dylech ddarparu prawf o apwyntiadau meddygol lle bo modd. Disgwylir i ddisgyblion ddod i'r ysgol cyn ac ar ôl apwyntiadau.

Absenoldeb Heb Awdurdodiad

Mae absenoldebau'n anawdurdodedig os ydych chi'n cadw'ch plentyn oddi ar yr ysgol am unrhyw un o'r rhesymau canlynol: gwyliau nad ydynt wedi bodloni meini prawf ALI Conwy, penblwyddi/digwyddiadau teuluol, siopa, ymweld â pherthnasau, gwyllo digwyddiad chwaraeon, ac ati. Rhaid i chi hysbysu Swyddfa'r Ysgol pryd bynnag y bydd eich plentyn yn absennol.

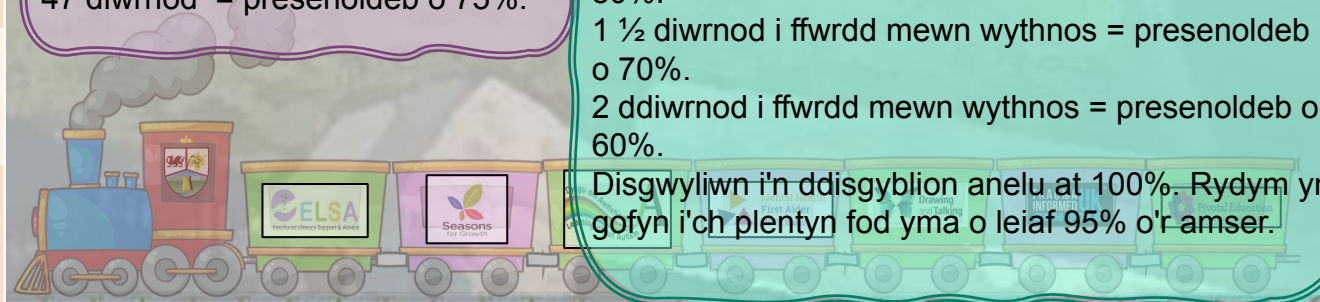
Absenoldebau mewn blwyddyn

10 diwrnod = presenoldeb o 95%.
19 diwrnod = presenoldeb o 90%.
29 diwrnod = presenoldeb o 85%.
38 diwrnod = presenoldeb o 80%.
47 diwrnod = presenoldeb o 75%.

Mae presenoldeb eich plentyn yn bwysig – Ni all eich plentyn gyflawni yn yr ysgol os nad yw yma:

½ diwrnod i ffwrdd mewn wythnos = presenoldeb o 90%.
1 diwrnod i ffwrdd mewn wythnos = presenoldeb o 80%.
1 ½ diwrnod i ffwrdd mewn wythnos = presenoldeb o 70%.
2 ddiwrnod i ffwrdd mewn wythnos = presenoldeb o 60%.

Disgwylwch i'n ddisgyblion anelu at 100%. Rydym yn gofyn i'ch plentyn fod yma o leiaf 95% o'r amser.



% Presenoldeb	Beth mae'n ei olygu?
100%	Presenoldeb rhagorol. Da iawn!
94-99%	Presenoldeb da. Daliwch ati!
90-93%	Rydyn ni'n dechrau mynd ychydig yn bryderus. Bydd Mrs Lisa Eardley (Dirprwy Dros Dro) yn monitro presenoldeb ac efallai y bydd eisiau sgwrs gyda chi.
Below 90%	Mae presenoldeb eich plentyn yn bryder difrifol. Bydd Mrs Lisa Eardley yn gofyn i chi am sgwrs i weld sut y gallwn wella pethau. Byddwch yn derbyn llythyr.
85% or below	Pryder difrifol iawn. Os na fydd gwelliant, gofynnir i chi fynyachu cyfarfod ffurfiol yn yr ysgol a byddwn yn ystyried a ddylid eich cyfeirio at y Gweithiwr Cymdeithasol Addysgol.