HAVEN HIGH

**Haven High Academy**
Marian Road, Boston,
Lincolnshire,
PE21 9HB

# HAVEN HIGH ACADEMY
# STUDENT ATTENDANCE AGREEMENT

Students need to attend the Academy regularly to benefit from their education. If students regularly miss lessons, it can have a significant impact on their future.

We expect all students to carry out the following:

- Arrive at the Academy by 8:40am in time to attend lesson one at 8:45am
- Stay in the Academy every day.
- Attend your lessons according to your timetable.
- Arrive at your lessons on time.
- Talk to a member of staff if there is a problem causing you not to want to come to the Academy. All staff are here to support you if there is a problem.
- If you feel unable to talk directly to a member of staff about a problem causing you to not want to come to the Academy, you can email safe@havenhigh.net and explain you problem.
- Ensure that your parents/carers contact the Academy every morning that you are going to be absent. This should be done ideally using the via the MyEd app, or by telephone 01205 311979 or email attendance@havenhigh.net
- Bring in an appointment card, and hand in to reception, if you have a medical appointment during Academy hours. Wherever possible, you must attend the Academy prior to and after any appointments.
- Ensure any work missed because of an absence is to be caught up within one week of your return

The Attendance Team will review everyone's attendance on a termly basis. If your attendance is of concern, your parents may receive contact from us via letters, emails, home visits, or may be invited into the Academy to discuss your attendance.