

Absence Policy

In the updated Early Years Foundation Stage 2025. It states that if a child is absent for a prolonged period of time, or without explanation s attempts must be made to contact the child's parents or carers.

Records will be kept on child absences and explanations to see if there are any patterns\trends of absence.

If we do not hear from parents/carers within 48 hours we will attempt to contact them to ask for an explanation. If we cannot contact them children's services will be contacted in a timely manner.

This policy reflects the vision and aims of Harvey Bears

- Encouraging staff, parents/carers and children to maximize the learning experience in order that all children reach their full potential.
- Providing clear expectations regarding attendance.

Principles

Children's attendance at pre-school is not statutory, but regular attendance is important in ensuring that all children have full access to the curriculum.

Permitting absence for funded children for a prolonged time must be monitored.

If a child is reluctant to attend the setting communication between parent and Harvey Bears is essential.

At Harvey Bears we encourage parents/carers to support us in this policy. Our absence figures can be scrutinized during an OFSTED inspection and reasons for absence checked.

It is the responsibility of the parent/carers to contact the preschool on the first and subsequent days of absence, either on Famly, by email, text or phone.

If absence is of concern then it is the duty of the manager to discuss it with the parents/carers.