



Parent Guide to School Attendance - Frequently Asked Questions

What does the law say about school attendance?

Under the School Admissions Code (2021) children are offered the opportunity to access a full-time reception place from the September after their fourth birthday. However, your child does not have to legally be in school full time until the school term after their fifth birthday.

What if I choose not to send my child to school?

You must send your child to school or choose to electively home educate your child. You can find out more about this here: [Elective home education](#). If you do not electively home educate and do not send your child to school then the Children Missing Education team and safeguarding services will become involved.

My school want my child to be on a reduced timetable

In rare circumstances a school or setting may reduce the timetable of a child. However, the school or setting must not do so without parental agreement. This is unlawful and direct discrimination under the Equality Act 2010. Any reduced timetable should be agreed with the parent/carer to be in the best interest for the child due to their additional needs and be regularly reviewed with a view to increase hours. You can find more government guidance on part time timetables here: [Suspension and Permanent Exclusion guidance July 2022](#)

My child is about to receive an Education, Health Care Plan (EHCP). What will happen about my child's placement at school?

Under the [SEND code of Practice 2015](#), when a child has a draft Education Health Care Plan (EHCP), you will be asked what your parental preference for a school is. The school is then consulted and can respond to the local authority request to state that they to either state they can meet the needs or cannot meet needs if:

- it would be unsuitable for the age, ability, aptitude or SEN of the child or young person
- the attendance of the child or young person there would be incompatible with the efficient education of others, or the efficient use of resources.

This may mean that the school feels a different school is more suitable for your child and will have discussed this with you. If the local authority agrees with their response, the school would continue to support your child while the local authority consults with other schools (with your parental preference updated) to find a new placement. Please be aware this is not always something that will happen immediately and may be accommodated in future academic years.

I am not happy with my child's planned transition to school. What can I do?

In the first instance, please raise your concerns directly with the school's headteacher about your concerns around the plan for your child's transition. If you do not receive further support or a

resolution with the school, please contact professionals supporting your child, or school admissions with your concern by emailing admissions@brighterfuturesforchildren.org. If your child has an EHCP please contact your case officer. You can email SEN@brighterfuturesforchildren.org if you are unsure who your case officer is.

Where can I receive more support?

Contact: Family Information Service - [_Reading Directory | Reading Family Information Service](#)

Reading SEND IASS [_Home - Reading Information, Advice and Support for SEND \(readingiass.org\)](#)