



ATTENDANCE & PUNCTUALITY POLICY

APPROVED: February 2026

REVIEW: September 2027

1. Introduction

Waterside Primary Academy is committed to creating a learning environment which encourages and supports high levels of achievement for all pupils. An essential part of striving for excellence is achieved through regular attendance and punctuality. In addition to learning valuable life skills, pupils absent from school miss out on important teaching and learning that can never be retrieved. Therefore, we expect the highest attendance and punctuality from all pupils, at all times. We support pupils and their families to ensure that excellent attendance is achieved and are proactive in challenging poor attendance and punctuality.

0 days of school	100%	Perfection
Equates to 2 days off school each year	99%	Excellent
Equates to 5 days off school each year	97%	Good
Equates to 10 days off school each year	95%	Slight Concern
Equates to 20 days off school each year	90%	Concerned
Equates to 30 days off school each year	85%	Very Concerned

2. Legal Framework

Section 7 of the 1996 Education Act states that parents must ensure that children of compulsory school age receive efficient full-time education suitable to their age, ability and aptitude and to any special educational needs they may have, either by regular attendance at school or otherwise.

A child is of Compulsory School Age at the beginning of the term following their 5th birthday. A child ceases to be of compulsory school age on the last Friday in June of the school year in which they reach the age of 16.

Under the Education Act 1996, the Local Authority has a statutory responsibility to ensure that parents secure education for children of compulsory school age and where necessary, use legal enforcement.

The Education (Pupil Registration) (England) Regulations 2006, require schools to take an attendance register twice a day, once at the start of the morning session and then again during the afternoon session.

The register must record whether the pupil was:

- present;
- absent;
- present at approved educational activity; or
- unable to attend due to exceptional circumstances.

From September 2024 there is a new national threshold of 10 unauthorised sessions equivalent to 5 school days (each morning and afternoon counts as one session) within a rolling 10 school week period, after which a penalty notice must be considered by the school.

The new rules mean it is no longer possible to take a child out of school for one week's holiday without a penalty notice being issued.

3. Our Expectations

All members of our school community must strive to create a culture in which students come to school every day (without question), to enjoy their schooling and leave with a sense of achievement.

At Waterside, our minimum expectations are:

- Attendance is 97.5%
- Punctuality 97.5%

However, we are continuously working towards our goal of 100% attendance and punctuality for all pupils.

4. Aims of policy

- To ensure that every child is safeguarded and their right to education is protected.
- To ensure the school attendance target is achieved through rewards and incentives for good attendance and punctuality.
- To raise standards and ensure every child reaches their full educational potential, through a high level of school attendance and punctuality.
- To ensure all the stakeholders, governors, parents, pupils and staff receive regular communication about the importance of good attendance and punctuality.
- To keep accurate, up-to-date records and have a robust and rigorous system for analysing attendance.
- To identify causes of low attendance/punctuality with individuals, classes and groups of pupils and address them.

5. Rights & Responsibilities for Attendance

There are legal obligations on:

- Parents to secure education for their child(ren) and to send them to school.
- The School to register attendance and notify the Local Authority of absence from school.

5.1 Headteacher

The role of the Headteacher is:

- To be responsible for the overall management and implementation of this policy.
- To deal with parental requests for extended leave in line with Buckinghamshire County Council's policies and procedures.
- To consider the use of Penalty Notices, in line with Buckinghamshire County Council's policies and procedures.
 - Monitoring school-level absence data and reporting it to governors
 - Supporting staff with monitoring the attendance of individual pupils

- Monitoring the impact of any implemented attendance strategies

5.2 Deputy Headteacher/Designated Senior leader responsible for attendance

The role of the Deputy Headteacher/Designated Senior leader is:

- To take responsibility for attendance and punctuality, on a day-to-day basis, including liaising with/responding to parental enquiries.
- Offering a clear vision for attendance improvement
- To oversee the analysis of half-termly/termly/yearly data and respond to findings.
- To liaise with external agencies such as Buckinghamshire County Council's Attendance Team and make referrals, where necessary.
- Evaluating and monitoring expectations and processes
- Devising strategies to address areas of poor attendance identified through data
- Arranging calls and meetings with parents to discuss attendance issues
- To write to parents to inform them when their child's attendance is below 96%.
- To ensure that rewards and incentives for attendance and punctuality are being used.
- To work with the teachers to plan for the reintegration of pupils after long-term absence.
- To revise and amend this policy, as required.
- Delivering targeted intervention and support to pupils and families

5.3 Office Staff

The role of the Office Staff is:

- To record the precise reasons for absence and update class registers on Arbor, when informed.
- To check the school phone and take messages from parents/carers about pupil absence.
- To promptly inform the DHT, if there are any concerns relating to attendance/punctuality.
- To monitor persistent absentees and meet weekly with the DHT to discuss findings.
- To implement the daily checking of registers after morning and afternoon registration, including contacting parents when the registers close and no reason has been given for absence.
- To report concerns to the Local Authority, as requested by DHT.
- To oversee the admission and induction of new pupils.

5.4 Class teachers & Learning Support Assistants

The role of the class teachers and learning support assistants is:

- To take a formal register of all pupils twice a day. This is done on Arbor by 8.55am and 1.10pm for all classes.

- To keep accurate and up-to-date daily records of pupil attendance/punctuality through Arbor.
- To follow up on pupil absence by ensuring reasons for absence are obtained and filed in the school office.
- To provide a welcoming and safe environment, which encourages attendance and promotes the best performance from children.
- To establish good and effective communication links with parents/carers and work collaboratively in meeting the child's needs.
- If required, to work collaboratively with other agencies to assist them in fulfilling their statutory duties.
- Along with the DHT, work with pupils and their families when attendance is a concern and work to overcome barriers to good attendance.
- To promptly inform the DHT of pupils who persist with poor attendance/punctuality.
- To feedback to parents about pupil attendance and punctuality concerns at Parents' Consultations & in yearly reports.

5.5 Parents/Guardians

The role of the parents/guardians is:

- To ensure their child attends school and arrives on time every day.
- To promote a good attitude to learning by ensuring their children attend school in the correct uniform.
- Wherever possible, avoid medical and dental appointments in school time.
- Inform the school on each day of their child's absence. We may call you to ask for additional information.
- Provide a written explanation of absence, including dates of absence and appropriate evidence as soon as their child returns to school.

6. Illness

If a child has a minor illness (e.g. mild headache, stomach aches etc.), parents should bring them in to school and inform the school office who will pass on the information to the relevant staff to monitor during the day.

Any occurrence of sickness and diarrhoea means that children cannot return to school for 48 hours from the last occurrence. Please do not send your child to school before the 48 hours is up, as we will be contacting you to collect them. Children should only be kept at home if they have a serious illness or injury. If this is the case, parents must do the following:

Contact the school first thing in the morning (and any subsequent mornings) and state the exact reason why. This should be done by calling 01494 786608.

7. Late Arrival

Registration begins at 8.45am and the register will close at 8.55am. Pupils arriving after this time up to 9.10am will be marked as present but having arrived late (L code).

On arrival after the close of register, pupils must immediately report to the school office to ensure that we can be responsible for their health and safety whilst they are in school.

The absence will only be authorised if a satisfactory explanation for the late arrival can be provided, for example, attendance at a medical appointment.

The absence will be recorded as **unauthorised** if the pupil has arrived late after the registers close without justifiable cause, for example, if they woke up late or were waiting for their uniform to dry.

8. Unauthorised absence

Absence will not be authorised unless parents have provided a satisfactory explanation that has been accepted as such by the school. Examples of unsatisfactory explanations or reasons include:

- Traffic issues
- A pupil's/family member's birthday
- Shopping for uniforms
- Having their hair cut
- Closure of a sibling's school for INSET (or other) purposes
- Couldn't get up
- Illness of Parent or siblings
- Illness where the child is considered well enough to attend school
- Attending tuition
- Medical or dental appointment where alternatives are available

All of the above reasons will be unauthorised.

Following up unexplained absence

Where any pupil who is expected to attend school does not attend, or stops attending, without reason, the school will:

- Call the pupil's parent/carer on the morning of the first day of unexplained absence to ascertain the reason. If the school cannot reach any of the pupil's emergency contacts, the school may contact other persons on the emergency contact list for the child, if they are seriously concerned Social Care or the Police.
- Identify whether the absence is approved or not
- Identify the correct attendance code to use and input it as soon as the reason for absence is ascertained – this will be no later than 5 working days after the session
- Call the parent/carer on each day that the absence continues without explanation to ensure proper safeguarding action is taken where necessary. If absence continues, the school will consider involving an education welfare officer

9. Appointments

If pupils have a dental, health, clinic, secondary school or hospital appointments, parents should let the school know at least **one week in advance** in writing, including a printout of the appointment details. Without such evidence, the absence will be marked as **unauthorised**. Parents should bring their child to school before/after appointments (as appropriate). Where possible we would prefer if all appointments were made outside of school hours.

10. County Attendance Team

Waterside Primary Academy works in partnership with the County Attendance Team to improve attendance for individual pupils and the whole school. This includes the Headteacher and appropriate staff meeting with the attendance officer for regular meetings to discuss and review attendance. The school and the attendance officer work with identified individual pupils and their parents to improve poor attendance. When the attendance does not improve sufficiently and after discussion with the attendance officer, the school may apply for a Fixed Penalty Notice to be issued, invite parents or guardians to a meeting (see Contract Meetings below) to offer

support or may make a formal referral to County Attendance Team.

11. National Thresholds

From September 2024, schools will need to consider a Penalty Notice if a pupil misses 10 sessions of unauthorised absence in a rolling period of 10 school weeks. The 10 week period would start on the first day of unauthorised absence. Half of a day (am or pm) is considered as a 'session'. The threshold of 10 sessions can be met with any combination of unauthorised absence, for example, eight sessions of unauthorised holidays in term time and two sessions for other unauthorised reasons. The ten school week period may span different terms or school years, for example: 2 sessions of unauthorised absence in the Summer Term and a further 8 in the Autumn term.

12. Penalty Notices

Under the new national framework, a penalty notice will be issued with regard to unauthorised absence if a pupil fails to attend school as required without a genuine explanation. A pupil's absence must have been unauthorised for at least **10** sessions (one session is half day either am or pm) in the previous and/or current term in a period of ten school weeks. Penalty Notices (fines) charged to parents is £80 (if paid within 21 days) or £160 (if paid within between 22 and 28 days). Where a penalty notice is unpaid, legal action would be pursued. Under the new framework, only two penalty notices can be issued to the same parent for the same child within a three-year rolling period. Where a second Penalty Notice is issued to the same parent for the same child, the charge will be £160.

Failure to pay the fine within 28 days will result in either a prosecution for the offence to which the notice applies, or withdrawal of the notice (limited circumstances apply). Prosecution will be taken by the County Attendance Team under the Education Act 1996, section 444.

The issuing of penalty notices will comply with the code of conduct and practice as determined by the County Attendance Team.

13. Parenting Contracts & Penalty Notice for Irregular Attendance

Fixed Penalty Notices may also be issued for irregular attendance during the school year. In order to prevent this from occurring, the school will work with parents/guardians and the County Attendance Team to draw up and agree a parenting contract to rapidly improve attendance. These contracts will be produced at a 'Parenting Contract Meeting', with a formal invite sent out at least 7 days in advance.

14. Term Time Leave

In line with Buckinghamshire County Council Attendance Team's flowchart and the 2016 Amendment to the Education (Pupil Registration) (England) Regulations, leave for pupils during term time is **not authorised under any circumstances**. The school recognises that taking children out of school may constitute a safeguarding risk and will make necessary enquiries, in order to be satisfied that the child is not at risk. The school may contact outside agencies in order to ensure that a visit is legitimate and safe for the child/children.

Parents do not have an automatic right to remove their child from school during term time for the purpose of a holiday and are strongly advised not to do so. Parents should be aware that if their child is absent for 10 school days they will miss 5% of their education during that academic year.

It is the policy of this school to not authorise absence for holidays during term time. While permission can be given in very exceptional circumstances, this is rare and can only be granted by the Headteacher. Any such request should be sent in writing a least 4 weeks ahead of the proposed holiday is taken and there should be no assumption that permission will be granted.

Head teachers may now only grant leave in term time where the circumstances are exceptional, for example:

- Death of parent/carer or sibling of the pupil;
- Life threatening or critical illness of parent or sibling of the pupil; and
- Parent/carer recuperation and convalescence from critical illness or surgery (leave request to be made within 6 months of recovery and medical evidence required).

Family emergencies need careful consideration. It is not always in the best interest of the child, nor appropriate for them to miss school for family emergencies that are being dealt with by adult family members. Being at school, friendships and support from staff can provide children with stability and care during difficult times. The routine of school can provide a safe and familiar background during times of uncertainty.

If you have exceptional circumstances, which have led you to request leave in term time for your child/ren, please complete the required form, which you can obtain from the school office. The Head Teacher will then make a decision, on whether or not the leave can be lawfully authorised and will do so only if there is a genuine, exceptional and urgent reason for a child to be absent during term time. Documentary evidence of leave and return dates may be required in order to process your request. Retrospective requests will not be considered and therefore will result in the absence being categorised as unauthorised. Each request will be considered individually and will take the following factors into account:

- Length of the proposed leave
- Age of the pupil
- The pupil's general absence/attendance record
- Proximity of SATs and public examinations
- Pupil's ability to catch up the work missed
- Pupil's educational needs
- General welfare of the pupil
- Circumstances of the request
- Purpose of the leave
- Previous term time holidays taken
- When the request was made

15. Religious Observance

Waterside Primary Academy acknowledges the multi-faith nature of British society and recognises that on some occasions, religious festivals may fall outside school holiday periods and that this necessitates a consideration of authorised absence or special leave for religious observance. (Code R) It is reasonable for a parent to allow their children not to attend school on any day of religious observance if recognised by the parent's religious body. Parents are requested to give advance notice to the school if they intend their child to be absent. However, in the interests of fulfilling the academic requirements of the school and limiting the authorised absence rate of the school, it is identified as reasonable that no more than one day be designated for any individual occasion of religious observance/festival and no more than three days in total in any academic year. Absence in excess of this will be categorised as unauthorised.

16. Traveller Absence

The aim for the attendance of Traveller children, in common with all other children, is to attend school as regularly and as frequently as possible. To protect Traveller parents from unreasonable prosecution for non-attendance, the Education Act 1944, section 86, states that a Traveller parent is safe from prosecution if their child accrues 200 attendances (i.e. 200 half days) in a year. Traveller absence (Code T) is acceptable only when the family is engaged in a trade or business that requires them to travel and when the child is attending school as regularly as that trade permits. It does not mean that part-time education for Traveller children is legally acceptable, nor does it relieve parents of their duties to ensure that their children are

receiving suitable education when not at school. When in or around Buckinghamshire, if a Traveller family can reasonably travel back to their base school (see below) then the expectation is that their child will attend full-time.

Waterside Primary Academy will be regarded as the base school if it is the school where the child normally attends when they are not travelling. However, the pupil must have attended in the last 18 months. Traveller children can register at other schools temporarily whilst away from their base school. In such cases, the pupil's school place at Waterside Primary Academy will be kept open for them whilst travelling. This is to protect them from unfairly losing their place at their school of usual attendance.

Waterside Primary Academy can operate effectively as the child's base school only if we are engaged in on-going dialogue with Traveller families.

This means that parents must:

- advise of their forthcoming travelling patterns before they happen; and
- inform the school regarding proposed return dates

Waterside Primary Academy will authorise absence of Traveller children only if we are satisfied that a family is travelling and has given indication that they intend to return. Traveller children will be recorded as attending an approved educational activity when:

- The child is on roll and attending another visited school
- Undertaking supervised educational activity under the jurisdiction of another Local Authority's Traveller Education Service
- The child is undertaking computer based distance learning that is time evidenced Where Traveller children are registered pupils at a school and are known to be present either at a site (official or otherwise) or in a house and are not attending school, the absence will be investigated in the same way as for any other pupil.

17. Deletions from the Register

Deletions from the Register In accordance with the Education (Pupil Registration) (England) Regulations 2006, pupils will be deleted from the register only when one of the following circumstances applies:

- The school is replaced by another school on a School Attendance Order
- The School Attendance Order is revoked by the Local Authority
- The pupil has ceased to be of compulsory school age
- Permanent exclusion has occurred and procedures have been completed
- Death of a pupil
- Transfer between schools
- When a parent informs the school in writing that the pupil is to be withdrawn to be educated outside the school system
- Failure to return from an extended holiday after both the school and the local authority have tried to locate the pupil
- A medical condition prevents their attendance and return to the school before ending compulsory school-age
- In custody for more than four months (in discussion with The Youth Offending Team)
- 20 days' continuous unauthorised absence have elapsed and both the Local Authority and school have tried to locate the pupil

- A pupil has left the school but it is not known where he/she has gone after both the school and the Local Authority have tried to locate the pupil. Waterside Primary Academy will follow Buckinghamshire County Council's Children Missing Education Protocol when a pupil's whereabouts is unknown.

18. Strategies for promoting attendance and support systems:

Waterside Primary Academy recognise that poor attendance is often an indication of difficulties in a child's life. This may be related to problems at home and or in school. Parents should make school aware of any difficulties or changes in circumstances that may affect their child's attendance and/or behaviour in school, for example, bereavement, divorce / separation. This will help the school identify any additional support that may be required.

Waterside Primary Academy also recognise that some pupils are more likely to require additional support to attain good attendance, for example, those pupils with special educational needs, those with physical or mental health needs, migrant and refugee pupils and looked after children.

The school will implement a range of strategies to support improved attendance. Strategies used will include:

- Discussion with parents and pupils
- Support from our attendance lead and family liaison officer
- Referrals to support agencies
- Learning mentors
- Friendship groups
- Reward systems
- Time limited part time time-tables
- Additional learning support
- Behaviour support
- Inclusion units
- Reintegration support packages. Support offered to families will be child centred and planned in discussion and agreement with both parents and pupils.

Parent Consultation Evenings - This provides an opportunity for teachers to share attendance concerns and discuss barriers to good attendance. Where necessary, a target for improving attendance is set.

19. Recording Attendance & Punctuality

Class registers – these are recorded using Arbor. The system ensures that no children are missed and that pupil information can be shared quickly and securely. Registers are the only way of recording pupil attendance and must be completed accurately. This is the responsibility of whichever member of staff has been directed to take the register for that session.

Registers can be re-submitted in the case of a mistake or a pupil arriving after submission, but registers must be accurate and submitted at key times.

Morning Register - Class registers are open from 8:45am until 8.55am. At that point, the teacher submits their final register. After this, children must sign in at the office. Children arriving between 8.55am and 9.10am will be marked as late. If a child arrives after 9.10am, this will be marked as an unauthorised absence, unless a satisfactory reason is given. Phone calls will be made to parents/guardians at 9.15am if a child is not in school by this point and the school has not been made aware of a reason for the absence. Should no contact be made, members of staff may visit home to ensure that the child/ren are safe and to determine the exact reason for absence.

In exceptional circumstances, the Headteacher may keep registers open for longer e.g. poor weather conditions.

Afternoon Register - Registers must be submitted by staff straight after lunch, before afternoon lessons commence. For EYFS, KS1 and KS2 classes, this will be done by 1.10pm.

20. Attendance monitoring

The school will:

- Monitor attendance and absence data half-termly, termly and yearly across the school and at an individual pupil level. All pupils' attendance will be monitored and will be shared with the Local Authority and other agencies if a pupil's attendance is a cause for concern.
- Identify whether or not there are particular groups of children whose absences may be a cause for concern e.g. disadvantaged and SEN.
- Pupil-level absence data will be collected each term and published at national and local authority level through the DfE's school absence national statistics releases. The underlying school-level absence data is published alongside the national statistics. The school will compare attendance data to the national average, and share this with the Trustees.
- This pupil level data will be used to trigger school action as set out in the escalation of intervention (Appendix 1).
- Attendance data will also be used to identify emerging patterns and trends to inform whole school strategies to improve attendance and attainment.

All information shared will be done so in accordance with the Data Protection Act 1998. Every fortnight the Attendance Officer will provide all a report to discuss with Senior Leader responsible for attendance and they will decide on actions for those children where attendance is causing concerns. Copies of these records must be kept to share with Trust monitoring officer. This pupil level data will be used to trigger school action as set out in this policy. Attendance data will also be used to identify emerging patterns and trends to inform whole school strategies to improve attendance and attainment. Kings Education Trust will share attendance data with the Local Authority as required. All information shared will be done so in accordance with the Data Protection Act 1998.

21. Analysing attendance

Waterside Primary Academy will:

- Analyse attendance and absence data regularly, at least half termly, to identify pupils or cohorts that need additional support with their attendance, and use this analysis to provide targeted support to these pupils and their families
- Look at historic and emerging patterns of attendance and absence, and then develop strategies to address these patterns

22. Using data to improve attendance

Waterside Primary Academy will:

- Provide regular attendance reports to Senior Leadership Teams and other school leaders, to facilitate discussions with pupils and families
- Use data to monitor and evaluate the impact of any interventions put in place in order to modify them and inform future strategies

23. Reducing persistent and severe absence

Persistent absence is where a pupil misses 10% or more of school, and severe absence is where a pupil misses 50% or more of school. The school will:

- Use attendance data to find patterns and trends of persistent and severe absence
- Hold regular meetings with the parents of pupils who the school (and/or local authority) considers to be vulnerable, or are persistently or severely absent, to discuss attendance and engagement at school
- Provide access to wider support services to remove the barriers to attendance 11.4

24. Reporting to parents/carers

The school will regularly inform parents about their child's attendance and absence levels and will send home hard copies of reports, where attendance is a concern every half term, to ensure Parents are informed.

25.Attendance Communication

The school will send out regular communication, including phone calls and letters, regarding attendance and punctuality. This is to ensure that everyone is kept informed about attendance and punctuality and Waterside Primary Academy, especially those whose attendance or punctuality is causing concern.

26.Monitoring and Evaluation

The implementation of this policy is monitored by the Headteacher.

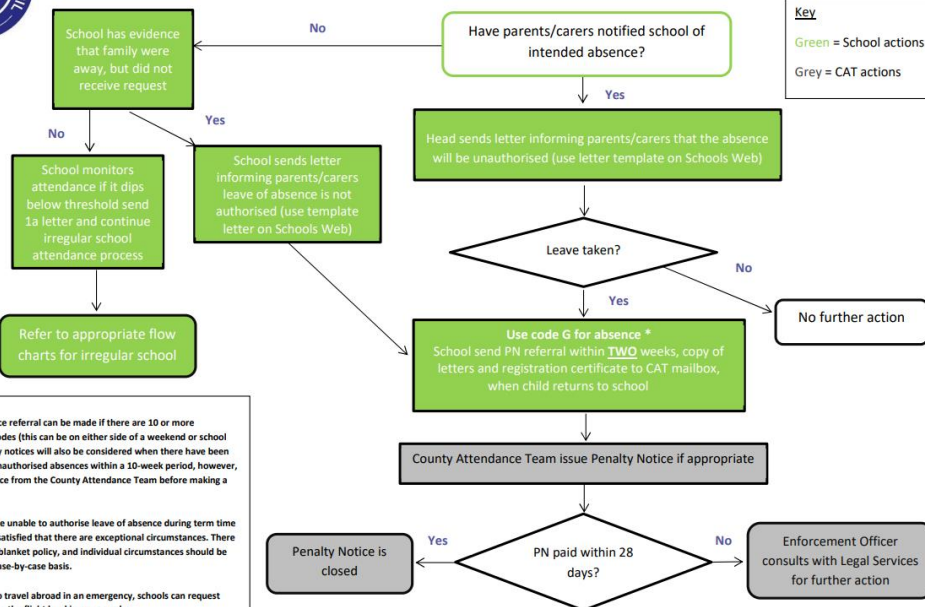
The success of this policy will be evaluated by considering feedback from pupils, teachers, support staff and parents. This policy will be reviewed through consultation with staff and revised for the Local Governing Body to approve.



TERM TIME LEAVE OF ABSENCE FLOW CHART

Email contact details:
countyattendanceteam@buckinghamshire.gov.uk

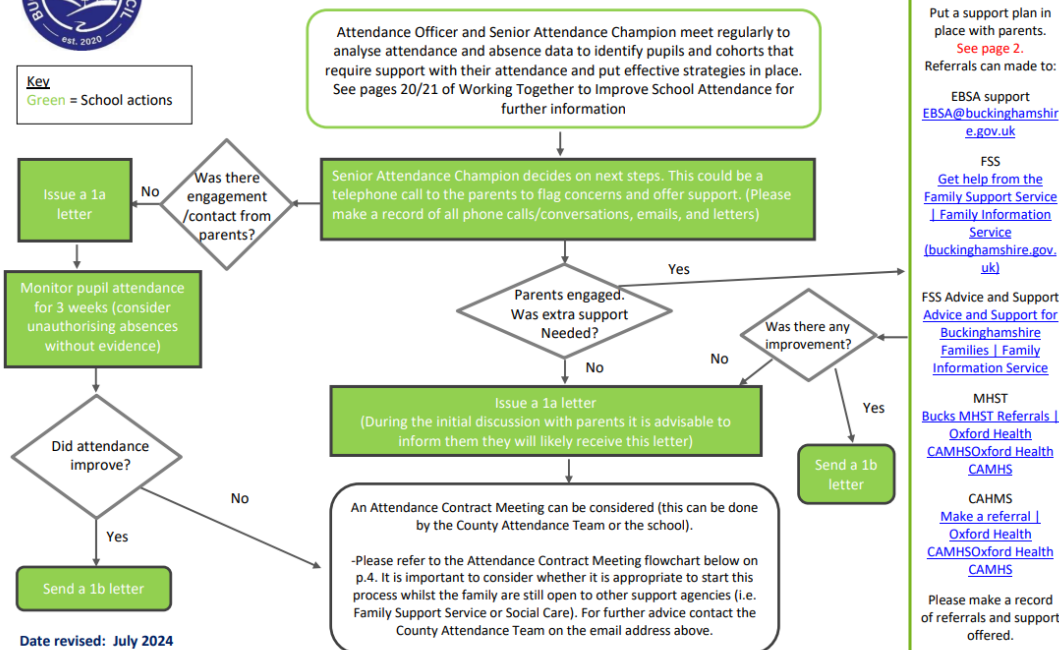
Key
Green = School actions
Grey = CAT actions



IRREGULAR SCHOOL ATTENDANCE FLOW CHART

Email contact details:
countyattendanceteam@buckinghamshire.gov.uk

Key
Green = School actions



Appendix 1: attendance codes

The following codes are taken from the DfE's guidance on school attendance.

Code	Definition	Scenario
/	Present (am)	Pupil is present at morning registration
\	Present (pm)	Pupil is present at afternoon registration
L	Late arrival	Pupil arrives late before register has closed
B	Off-site educational activity	Pupil is at a supervised off-site educational activity approved by the school
D	Dual registered	Pupil is attending a session at another setting where they are also registered
J	Interview	Pupil has an interview with a prospective employer/educational establishment
P	Sporting activity	Pupil is participating in a supervised sporting activity approved by the school
V	Educational trip or visit	Pupil is on an educational visit/trip organised, or approved, by the school
W	Work experience	Pupil is on a work experience placement

Code	Definition	Scenario
Authorised absence		
C	Authorised leave of absence	Pupil has been granted a leave of absence due to exceptional circumstances
E	Excluded	Pupil has been excluded but no alternative provision has been made
H	Authorised holiday	Pupil has been allowed to go on holiday due to exceptional circumstances
I	Illness	School has been notified that a pupil will be absent due to illness

M	Medical/dental appointment	Pupil is at a medical or dental appointment
R	Religious observance	Pupil is taking part in a day of religious observance
S	Study leave	Year 11 pupil is on study leave during their public examinations
T	Gypsy, Roma and traveller absence	Pupil from a traveller community is travelling, as agreed with the school
Unauthorised absence		
G	Unauthorised holiday	Pupil is on a holiday that was not approved by the school
N	Reason not provided	Pupil is absent for an unknown reason (this code should be amended when the reason emerges, or replaced with code O if no reason for absence has been provided after a reasonable amount of time)
O	Unauthorised absence	School is not satisfied with reason for pupil's absence
U	Arrival after registration	Pupil arrived at school after the register closed

Code	Definition	Scenario
X	Not required to be in school	Pupil of non-compulsory school age is not required to attend
Y	Unable to attend due to exceptional circumstances	School site is closed, there is disruption to travel as a result of a local/national emergency, or pupil is in custody
Z	Pupil not on admission register	Register set up but pupil has not yet joined the school
#	Planned school closure	Whole or partial school closure due to half-term/bank holiday/INSET day

Additional/new codes

<u>K</u>	To attend provision arranged by the local authority	alternative provision or as part of an education, health and care plan.
<u>Q</u>	Unable to attend the school because of a lack of access arrangements	LA not arranged travel to school, pupil has no choice

		but to attend a school that does not qualify for such travel arrangements and is more than walking distance from where they live.
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