

02 March 2022

Dear Parent/Carer,

School Attendance and Punctuality

Coronavirus still continues to have some degree of impact on school attendance. This unpredictable impact, combined with the time that many pupils spent learning remotely since the start of the pandemic restrictions, means that it is more important than ever that pupils and families do all they can to ensure that pupils have excellent attendance to school. Poor attendance results in children missing lessons which negatively impacts their learning, grades and future life chances.

There are many students who achieve 100% attendance each year, some achieve this for the five years they spend with us – it is achievable, and I thank all the families who do all they can to ensure their child has the best possible attendance. We recognise and understand that there are a wide range of factors which impact a household at different times, and we would always seek to support when challenges occur, but there is now a renewed national focus requiring 'school attendance to be mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school'. You can check your child's attendance regularly through the School Gateway application.

We need to take active steps to ensure that the punctuality of all our pupils is exceptional. Pupils must arrive to school by 08:55 in order to be at their form room in time for morning registration at 09:00. If a pupil arrives late, they will receive a same day detention with their Form Tutor. If this happens repeatedly, they will have a same day afterschool detention which you will be notified of on Satchel:One. If pupils arrive after 09:30 this will be recorded as an unauthorised absence and parental authorisation will be sought. If they are late due to attendance at an unavoidable medical appointment, then proof of the appointment must be provided. Late arrival (after 09:30) will negatively impact your child's overall percentage record.

Should your child fail to attend school regularly, or their punctuality becomes an issue, we will contact you to discuss the issues and see how we might be able to support you to ensure that this improves. If we cannot achieve an improvement in your child's attendance and there is no suitable justification for their absence, the Local Authority Educational Welfare Service (EWS) may contact you to discuss and help the resolve the issues surrounding attendance. We hope that this service will resolve all attendance issues, but the EWS may issue a fixed penalty notice or refer you (the parent/carer) for prosecution if improvement is not achieved. Early identification and early help are essential in heading off major issues developing and so we ask that you contact us as soon as you start to recognise any challenges related to your child's attendance.

Thank you again for your continued support, the attendance policy is available on the school's website and please do contact the school if you have any concerns.

Yours sincerely



Mrs L T Garratt
Deputy Head

'I have come that they have life and have it to the full' John 10:10

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