



Developing Together for Tomorrow's World

Dear Parents and Carers,

We would like to take this opportunity to welcome you back to this new 2021/2022 academic term.

Please be assured that we will as always strive to ensure your child receives the help and support they need to ensure a successful year. In order for this to happen it is important for you to play your part by maintaining good communication between school and home and I would like therefore to remind you of the following:

- Please report any changes to personal information including address or contact numbers.
- Please remember to report any medical issues including medication.
- Please provide evidence of illness when at all possible so that we are in a position to authorise your child's absence.
- Please ensure the correct dress code/uniform.
- Please ensure your child attends punctually each day. (See over the page).
- Please remember that taking holidays in term time will affect your child's schooling as much as any other absence. ***There is no automatic entitlement in law to time off in school time to go on holiday.*** Leave of absence shall not be granted unless the parents can prove '***exceptional circumstances***'. All applications must be made in writing at least **5 school days** prior to the requested leave date. (Please see our Attendance Policy for details or ask at the school office).



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We are grateful for the support we receive from parents and good attendance will ensure that your child can reach his/her full potential. To achieve this, your child needs to attend school every day.

The school day begins at: **8:50am**

How does your child compare?

Attendance during one typical school year (190 days)	equals this number of days absent	which is approximately this many weeks absent	which means this number of lessons missed (6 per day)
95%	10 days	2 weeks	60 lessons
90%	19 days	4 weeks	Over 100 lessons
80%	38 days	8 weeks	Over 220 lessons
70%	57 days	11.5 weeks	Over 300 lessons

Please remember, frequent absence can add up to a considerable amount of lost learning and can seriously disadvantage your child in adult life.

Please be respectful of other parents and pupils and remember that lateness affects every child in the class.

Kind regards,

A Bashir-Pugh

Mrs A Bashir — Pugh
Headteacher