

## **Dear Parent/Carer**

We are writing to you to inform you about the importance of your child attending school in order to achieve. We want all students to achieve high levels of attendance and give themselves the very best chance in life.

We reward students who attend punctually. Our teachers are working more closely in lessons with all students to make clear the message that attending punctually will mean higher levels of attainment. Arriving just 5 minutes late every day equals 3 days of education over the whole year. Arriving half an hour late every day is equivalent to 18 days absence.

We do understand that on some occasions children may be ill and unable to attend school.

Please ensure that you call the school on **01604 346800** to report the absence and follow this up with a note or letter explaining the reason for the absence.

There are 175 non-school days per year for holidays, shopping and appointments. There is no need, except in extreme circumstances to miss a day's education. If you miss one session in a week (remember, there are two sessions per day) your attendance is 90%. This may look impressive but it means you miss 19 days of education in a year and your child is at risk of underachieving.

## The importance of school attendance

> Education provides a means of advancement for all young people to improve their life chances.

> Regular school attendance is a legal requirement for those registered at a school. Without it the efforts of the best teachers and schools will come to nothing.

- > Pupils need to attend regularly if they are to take full advantage of the educational opportunities available to them.
- > Irregular attendance undermines that educational process and leads to educational disadvantage.