

## February 2024 Attendance letter

Dear Parents/carers

I wrote to you in December to explain our new attendance strategy and associated letters. It emphasised the link between attendance and success at school, and the range of support measures available in school. In January, almost all of you will have received a letter explaining which of the attendance groups your child was currently in.

For those children with attendance below 97% there were a range of support strategies available and many of you have spoken to, or had meetings with staff in school. We recalculated attendance mid way through last half term and even at that stage 116 pupils had improved their attendance sufficiently enough to move up a full monitoring group. This is incredible and I would like to thank you for your support with this.

This week we have recalculated again and you will shortly receive another letter letting you know where your child's attendance is now. For some of you this will signify an improvement, for others that your child is currently maintaining previous levels and for a small number a drop in groups.

The follow up that occurs with relevant staff will include the detail on which of these categories your child falls into. The letter you receive will explain which member of staff you need to contact if you have concerns or require support.

Details of the groups are below and on the website [Here](#).

|           |   |
|-----------|---|
| 98-100%   | Congratulations letter & house points per half term   |
| 95-97%    | Form teachers will monitor and discuss attendance with your child                               |
| 90-94%    | Heads of year will be in touch to discuss your child's attendance and monitor closely           |
| 85-89%    | Pastoral leads will invite you to a meeting to discuss a parental attendance contract with you. |
| Below 85% | Local authority and/or Governors attendance panels involvement                                  |

We appreciate that there are times when your child will need to be absent from school, and that there are sometimes occasions when attendance will drop for very legitimate reasons. There is some useful information from the DfE [here](#) that helps clarify this.

Many thanks in advance for your support with this,

Yours faithfully,

Jo Griffiths, Headteacher