



Dear parent / carer

Our whole school attendance for this academic year is a cause for concern. It was highlighted by Ofsted as a priority for improvement. Ofsted praised teaching and learning developments, they praised the quality of work in our students' books and in the main, they were impressed by behaviour around the site.

The bottom line for our school is that our GCSE results will only improve rapidly if our attendance levels are in with or better than national average. National average for attendance is 95% and our attendance this year is 91.7%.

As a result, we are introducing new attendance measures to ensure that we are giving all of our students the best chance of achieving their full potential. Can I direct you to our school website where we have the updated Attendance Policy.

Key Changes are:

- Form Tutor to discuss weekly attendance with students – this needs to be recorded in planner
- Attendance award to be given weekly for 100% attendance for that week (10 points)
- If a student's attendance drops below 96%, Form Tutor to discuss with child and fill out attendance monitoring sheet. This should be passed to HoH and put in pastoral file.
- If a student's attendance drops below 95%, HoH to discuss with child and fill out attendance monitoring sheet and discuss with attendance team. (No further absences for a child with attendance of less than 95% will be authorised without medical evidence.)
- HoH then cross references with Deputy Headteacher that attendance officers have issued an Initial letter of concern.
- After Initial letter of concern, stage 1 to be activated if there is a further absence within 10 school days. Parents will be invited in for a stage 1 meeting with our attendance officer and Early Help to be offered to Stage 1 families.
- Stage 1 students to be monitored and stage 2 to be put in place if students have a further absence within 10 school days. At this point, parents will be invited in for a meeting with our attendance officer and Deputy Headteacher.
- No absences on Fridays will be authorised without medical evidence as our attendance dips by up to 5% on Fridays
- Attendance issues to be discussed at parents' evenings
- Weekly attendance draw in assembly for Bridges vouchers
- If a tutor group receives best attendance on 5 occasions, a reward breakfast is awarded
- Weekly attendance updates on school's social media

These measures are being put in place to ensure our students achieve their full potential. If you have any concerns about your child that will impact on their attendance then please let us know so we can put in appropriate support.

EXCELLENCE
— THROUGH —
ENDEAVOUR