

Attendance

Dear Parent/Guardian,

As I'm sure you are aware attendance at school is very important for your child/children to make progress and meet their full potential. Over the next few weeks I will be running checks of the register, with the education welfare officer, to determine attendance levels of individual pupils. These checks will include the following:

- Non-COVID absence. For example, repeated illness
- Lateness
- Unauthorised absence
- Repeated absence. For example, missing a number of Fridays
- Number of completed weeks

Following these checks, identified parents will be invited to a face to face meeting to discuss a way forward in attendance with myself and the Education Welfare Officer.

I look forward to your continued support,

Mr M McCabe - Deputy Headteacher





