



Dear Parent

## **Attendance in school - 2022/2023**

As you may be aware, since the full reopening of schools in March 2021, the attendance of students in schools nationally has been below previous national levels. The academy is working hard with students, parents and other agencies to support every child in coming to school every day. Our attendance levels are improving month on month, however, there is some way to go to return to where we were before the pandemic. As I'm sure you are aware, good attendance at school is vital for their success at school. We regard 'good' attendance as being **at least 98%**.

In September 2022, there are a few minor changes to our Attendance Policy, most specifically in relation to the taking of holidays in school time. Guidance on the taking of holidays in term time is found [here](#) and clearly states that:

### ***Holidays in term time***

*You have to get permission from the head teacher if you want to take your child out of school during term time. You can only do this if:  
you make an application to the head teacher in advance (as a parent the child normally lives with)  
there are exceptional circumstances*

*It's up to the head teacher how many days your child can be away from school if leave is granted.*

## **Changes to our policy from September 2022**

From September 2022, we will be working with the local authority and considering penalties for families taking unauthorised holidays during term time. This means that if you take a holiday without the consent of the head teacher then you may be fined. Information on this process can be found [here](#). We ask that you do not take holidays in term time, we understand the financial challenges of holidays in school holiday windows, however, the law is very clear on this and we will, as always, follow national guidance.

## **Procedures for students leaving site**

We understand that there are rare occasions when a student may need to leave site for an appointment or due to not feeling well and I would like to clarify the arrangements for this. Students in Years 7 to 9 need to be collected by a known contact on our system if they need to attend an appointment or go home - if the contact is not available, parents can identify who is collecting and provide us with a name and we will check ID when they collect. If they cannot be collected, then the student will stay in school. Students in Years 10 and 11 can make their own way if we have confirmation of where they are going from parents in advance.



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Headteacher: Mr S Bowhay

Executive Headteacher: Mr R Pierpoint

**Punctuality**

The school gates open at 8.30am and the school day starts at 8.45am. A late gate is operated every day and students will receive an attendance detention if late without a justifiable reason - this is at the academy's discretion. Persistent punctuality issues will result in Head of House intervention or the local authority being involved. In Year 11 attendance punctuality figures will be quoted when we are asked to give a reference for apprenticeships, college places, sixth form and training providers as well as part time and full time employment.

**Celebrating good and outstanding attendance**

We enjoy celebrating a wide range of successes in school with students, this includes rewarding those who have 100% attendance and those who have good attendance, which we measure as at least 98% for the academic year. We will, as always, be rewarding those students who meet these thresholds through a range of activities and rewards during the school year.

Your support in ensuring that your child comes to school every day is appreciated, both in supporting the school and ensuring that they have the maximum opportunity to succeed at school and develop good habits for future employment.

Thank you for your ongoing support in this matter.

Yours sincerely

Mr S Bowhay  
Headteacher

