



HEADTEACHER: MELISSA ROBERTS
LONDON ROAD, TRENT VALE, STOKE-ON-TRENT, ST4 5NT

CC/sb/Letters23-24/Year 13 Attendance

Dear Parent/guardian

It has been a really fast-paced start to the new academic year, but I am delighted to say that our Y13 have settled well and seem to be demonstrating their commitment to this crucial final year of education.

From today, our slightly amended attendance monitoring will begin. We gave a brief period of grace at the start of this year, to ensure that any timetable issues were rectified.

As always, if your child is going to be absent from school, we need to know PRIOR to the event, and as such, ask for your support in contacting school with any notifications of illness or unavoidable appointments. As you are well aware, attendance is crucial in securing student progress and success. A government study stated that students with the lowest rates of absence (less than 5%) are 4.7 times more likely to achieve the highest grades at both GCSE and A Level. Therefore, we ask for your support in ensuring highest levels of attendance and also to ensure that clear communication is shared around any student absence. Please call the school number, 01782 848008, and press 1 to report the absence. If there is any authorised absence during the school day this becomes a safeguarding concern for us and therefore you will receive a Safeguarding absence message (SAM) on the same afternoon. There will be close monitoring of the frequency of these messages, and sanctions will be issued if there are repeated occurrences. Late marks will also be closely monitored.

We will continue to support students that have had a period of authorised absence through our catch up intervention programme. This will enable those students who have missed lessons the structured time to catch up.

We thank you for your support and look forward to working with you in this final year of your child's formal education.

Best wishes

Caroline Cirino

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