



17th November 2017

Dear Parent/Carer,

**RAISING ATTAINMENT IS AT THE CORE OF OUR WORK
IN TANDEM WITH SAFEGUARDING**

Many studies have shown that there is a direct link between low attendance and poor academic outcomes at GCSE. Please note that permission has to be sought, in advance, from the Headteacher if you wish to take your child out of school for a family holiday during term time.

You can only do this if:

- the child normally lives with you
- there are exceptional circumstances

It is up to the Headteacher whether to authorise holiday requests or not.

Please be aware that you can be fined for taking your child on holiday during term time without the school's permission. This includes arriving back late from a holiday.

Impact of Low Attendance on GCSEs

- a child who is absent a day of school per week misses an equivalent of two years of their school life;
- 90% of young people with absence rates below 85% fail to achieve five or more good grades of GCSE and around one third achieve no GCSEs at all;
- poor examination results limit young people's options and poor attendance suggests to colleges and employers that these students are unreliable.

Medical Appointments During School Time

Please note that routine medical (including dental) appointments should take place outside school hours unless absolutely unavoidable. In future, appointments made for during the school day that could take place outside school hours may not be authorised. Written confirmation of appointments will be required.

Please do not hesitate to contact the school if you have any queries regarding the above.

Yours sincerely,

Mr P McEvoy
Assistant Headteacher – Attendance and Safeguarding

