

Thursday, 21 September 2023

Dear Parent/Carer

We would ask that you support our students to arrive on the School site in good time to begin their learning promptly.

School Gates Open 08:00	
Students are expected to arrive before 08:25	
Registration /Tutor lesson begins at 08:30	
Every Minute Counts	
Lateness = Lost Learning Time. Over a single year ...	
5 minutes late each day = 3 days	
10 minutes late each day = 6.5 days	
15 minutes late each day = 10 days	
30 minutes late each day = 19 days	

If your child misses	That means...	Which is...	And over 13 years of schooling that is...
10 minutes per day	50 minutes per week	Nearly 1.5 weeks per year	Nearly half a year
20 minutes per day	1 hour 40 minutes per week	Over 2.5 weeks per year	Nearly 1 year
30 minutes per day	Half a day per week	4 weeks per year	Nearly 1.5 years

PUNCTUALITY

The great majority of students live within 1.5 miles of the School and are therefore able to walk or ride a bike. The School appreciates that traffic in the local area is heavy, however, it is predictable during the morning rush hour and students must account for this. The vast majority of our students could walk within thirty minutes.

Please re-inforce the importance of punctuality with your children and share the strategies below to ensure they arrive on time in the future:

- Set a louder alarm
- Go to bed earlier
- Leave 10-15 minutes earlier and aim to on site by 08:25
- Do not adopt the mind-set that the traffic will always be better today
- Buses are more likely to be fuller in wet weather - so allow yourself the opportunity of more than one bus and aim for 08:20
- Traffic is likely to increase as winter approaches – allow more time for hold-ups and delays

Late detentions of 30-minutes are given to all students the day following late attendance. Those parents whose child collects siblings from a Primary School will need to make alternative arrangements on these days.

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ATTENDANCE

Children must, by law, attend school regularly. Regular attendance is important, not just because the law requires it but because it is the best way of ensuring that a child makes the most of the educational opportunities which are available to them. Low levels of attendance can lead to prosecution by the Local Authority. With your support, the School will ensure that all our students stay safe and achieve.

Students are expected to attend school every day, unless they are ill or if there is an exceptional circumstance. Doctor's/dentist appointment should be arranged outside of school hours. Additionally, the legal entitlement for religious festivals is only 3 days throughout the academic year – these are still recorded as absences.

If parents are planning to arrange term-time leave for students, they must:

- complete the application form on the website
- arrange a meeting with the School before travelling

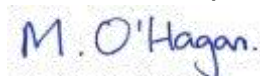
Whilst the School can rarely authorise such absences, it can ensure you are provided with all the necessary information that impacts your child's education.

ATTENDANCE IMPACT	
96 – 100%	Best chance of success!
90 – 95%	At least two weeks of School have been missed. Your child will have to work hard to catch up on the significant amount of learning they have missed
85% – 89%	At least four weeks of School have been missed. Analysis shows students drop at least 1 grade in all GCSE taken at end of Y11
80% – 84%	At least five and half weeks of School has been missed. Your child will be seriously disadvantaged in their learning; This will also start to affect their confidence, friendships and aspirations for the future. It is unlikely they will be able to catch up on the work missed
Below 80%	At least seven weeks of School have been missed Poor attendance puts you at risk of prosecution

If your child misses	That means...	Which is...	And over 13 years of schooling that is...
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1.5 years
1 day per week	40 days per year	8 weeks per year	Over 2.5 years
2 days per week	80 days per year	16 weeks per year	Over 5 years

On behalf of staff, I would like to welcome all students and their parents/carers back at the start of the Autumn Term.

Yours faithfully



M O'Hagan
Deputy Headteacher