

6th October 2021

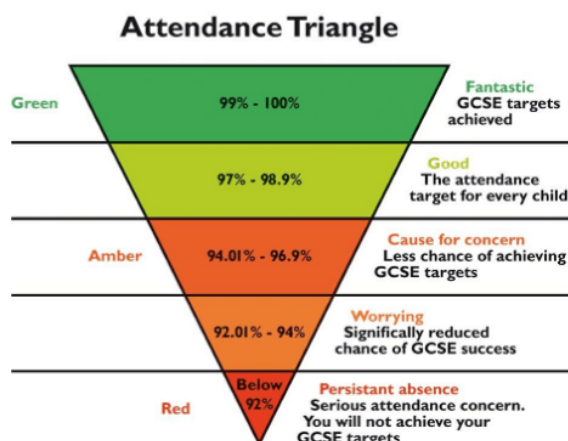
Dear Parent/Carer.

Attendance Expectations

I hope you had a good summer break. As we are over halfway through the term, I wanted to take the opportunity to send out a reminder of our attendance expectations and our policies and procedures in relation to student absence.

Attendance is taken very seriously at The Holmesdale School. We believe the best way for our students to succeed is to attend school regularly. We work eagerly to help students achieve **100%** attendance. It is always fantastic at the end of each term when we can celebrate good attendance with our students.

It is a proven fact that attendance is directly linked to academic success. Our own internal data shows this in relation to the most recent exam results. Good attendance is recognised not only in achieving exceptional academic results, but also in recognition of student's hard work through our rewards system.



We actively encourage all students to aim for 97% attendance as minimum, every day and every lesson counts. We are grateful for all you do at home to encourage and support this.

In relation to student absence, students should attend school every day unless they are unwell. Dental and medical appointments should be made outside of school hours where possible. If this is unavailable a copy of the appointment card/letter is required before the absence can be authorised. Medical verification is also required for any ongoing health conditions.

Holidays during term time are not permitted. Parents are at risk of being issued with penalty notices if they choose to take their child out of school during term time. This applies to both parents/carers and each individual child.



If your child is unable to attend school for any reason, for safeguarding reasons, it imperative that you call the absence line on **01634 240416** no later than 8.40am on **each day** of absence and state your child's name, year group and reason for absence.

I would appreciate your support in promoting your child's attendance and will work with your child and their Principal or Learning Leader if there is a need. We work to enable all students to fulfil their potential and maximise their education and experiences.

	KS3	KS4	KS5
 Leadership	Mrs Williams <i>Asst Head</i> <i>Personal Development</i>	Mr Campbell <i>Asst Head Lead DSL</i> <i>Behaviour</i>	Year 13 Miss Moody Year 12 Mrs Pyrke
 Academic Learning Leaders	Year 7/8 Mr Naylor Year 9 Mr Sullivan	Year 10 Mr Sullivan Year 11 Mrs Mulock	Year 13 Miss Moody Year 12 Mrs Pyrke
 Pastoral Support	Year 7 Mrs Adams Year 8/9 Mrs Aldous	Year 10 Mrs Tivey Year 11 Mrs Ball	Year 12/13 Mrs Ball

Further information relating to attendance can be found on The Holmesdale School website.

Yours sincerely



Mrs A Williams
Assistant Head Teacher
Attendance & Lead Principal KS3