



Trusting in God – we love, believe & achieve.

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Tuesday 11th July 2017

Dear Parents / Carers,

As you know, the Governors and I place a high priority on attendance and punctuality and this is encouraged, praised and rewarded. As we move forward into the new academic year, one of our aims is to raise the awareness of the benefits of good attendance, reduce absenteeism and promote regular and punctual attendance in school.

Whilst our whole school attendance has improved this year, government expectations and targets are increasing. As of September 2017, pupils are expected to have a minimum level of attendance of **96%** and so we all need to be working towards this target as we prepare to come back to school in September. Unauthorised absence (holidays and/or frequent unauthorised days off) can lead to parents receiving fixed penalty notices and facing prosecution and we will be following up all absences next year. Parents of pupils who have frequent absences will be asked to provide medical evidence from their child's doctor otherwise absences will be recorded as unauthorised.

Please be aware that holidays during term-time will not be authorised. Our holiday dates for 2017/18 have now been set and include two weeks in May (one of these is often cheaper for those wishing to make the most of reduced costs for family holidays). If you feel there are exceptional circumstances for your decision to take holidays during term time, you must make a request to school in advance - a form is available from the office.

I have attached the Knowsley guidance relating to Penalty Notices which confirms the commitment of all schools to improve attendance. It aims to raise awareness of the need for your child(ren) to attend school regularly and on time in order to achieve their best. It is important that Parents/Carers understand their responsibilities and the consequences of unauthorised absence. Please ensure that you read the attached guide and do not hesitate to contact our Learning Mentor, Mr Fleming, with any queries you may have.

Thank you, as always, for your understanding and support.

Mrs R Tyler
(Headteacher)

