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Executive Principal: Sian Davies • **Headteacher:** Lucy Blewett

12th October 2023

Attendance & Punctuality

Dear parents and carers,

Firstly, I would like to welcome all the new families to our school. This term we have had eight new families join us. As we are soon approaching our first half term, we hope you feel welcomed and a part of our community here at St Matthias.

I want to emphasise the importance of regular school attendance and punctuality. At St. Matthias, attendance is a vital component of your child's education. Good attendance sets the foundation for academic success, social development, and a positive school experience.

For this new academic year, we aim to maintain an attendance rate of at least 95% for all our students, per the guidelines set by the Department for Education (DFE) and the Local Authority (LA). This target will only be achievable with your support and involvement. As a school we will be working closely with our designated School Attendance officer, Mariah McKenzie who will be supporting the school in terms of boosting attendance standards, supporting families who may be experiencing hardships which are causing difficulties with their attendance and punctuality at school and issuing penalty notices to families who do not adhere to the guidelines.

We understand that occasional circumstances may lead to absences, but please be aware that our school will closely monitor children falling below this attendance threshold. In such cases, we may request a 1:1 meeting with a leadership team member to provide individualised support and solutions to improve your child's attendance.

Furthermore, it is essential to remember that all unauthorised in-term holidays will be referred to the Attendance Service, which could result in fines. We want to ensure that your child's learning is uninterrupted and every day in school contributes to their progress and development.

As partners in your child's education, we encourage open communication. If you foresee any challenges with attendance or have concerns about your child's ability to attend school regularly, please feel free to contact us. We are here to support you and work together to ensure the best educational experience for your child.

Let us make this academic year a fantastic one for our children by prioritising attendance and engaging actively in their educational journey.

Thank you for your continued cooperation and support.
We wish you all a successful and fulfilling school year ahead!

Warm regards,
Lucy Blewett

A handwritten signature in black ink, which appears to read "Lucy Blewett".

Headteacher