



13th September 2024

Dear Parents/Carers,

Focus on Supporting Good School Attendance

As we begin another school year, we continue to focus on attendance and how we can ensure all our pupils are in school as often as possible. Regular attendance is crucial for your child's academic success and overall well-being.

At Wellesley Park, we have high aspirations for all our pupils and expect them to be in school every day they can be.

Why Attendance Matters

- **Learning Continuity:** Regular attendance ensures that your child is included in important lessons, activities and opportunities.
- **Social Development:** Being in school helps your child build strong relationships with peers and teachers.
- **Future Success:** Consistent attendance sets a positive pattern for future education and employment.

Our Attendance Expectations

- All pupils should be in school on time every day the school is open
- Notify us as soon as possible if your child is unable to attend school
- Ensure medical and dental appointments are arranged outside school hours wherever possible
- Work with us if your child is experiencing barriers to attendance so we can put the right support in place
- Holidays are not taken during term-time.

Unauthorised Term-Time Leave

In line with statutory guidance, Wellesley Park will not authorise any requests for term-time leave unless the circumstances are both exceptional and unavoidable. Any unauthorised leave that meets the national threshold is likely to result in parents being issued with a penalty notice.

A Support First Approach

If your child is experiencing barriers to regular attendance, we will work with you so the right support can be offered, and those barriers overcome. Where needed, we will also work with other services and the Local Authority to ensure the right support is available.

How You Can Help

Set a Routine: Establish a consistent morning routine to help your child get to school on time.

Stay Informed: Keep track of term dates to ensure your child is in school when they need to be.
www.wellesleyparkschool.co.uk/our-school/term-dates.htm

Communicate: Let us know if your child is facing any challenges that may affect their attendance by calling the school office.

Collaborate: Work with us and engage with support to help your child attend regularly.

We are committed to supporting you and your child. Together, we can create an inclusive, positive and productive learning environment for all children.

Thank you for your continued support.

With best wishes,

Carly Wilkins
Headteacher