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Principal: Mrs C Stanyer

9th September 2019

Dear Parent/Carer

I am writing to inform you of the strong correlation between excellent attendance and high academic performance and to inform you of changes the Local Authority have made to their procedures surrounding requests for Leave of Absence.

Again, many of our students secured excellent exam results this summer and as a result have gone on to secure fantastic Post-16 progression routes. However, the most significant factor for those students who did not achieve their full potential was a **lack of attendance to school.**

The students who attended school 96% of the time or more achieved GCSE outcomes that were significantly above national standards. Using Ofsted terminology, their progress would be considered 'Outstanding'!

However, the students who had below 92% attendance achieved below National Expectation and their progress would be considered Requires Improvement!

The facts are:

Students who have below 92% attendance miss in excess of 1 months learning per academic year- this equates to over 100 lessons and 20 form mentoring sessions! Therefore, we expect students to have a **minimum** of 97% attendance because we know with certainty that when they attend regularly they make rapid progress and achieve highly. However, we encourage all students to have 100% attendance because we do not want them to miss any learning.

There is a lot you can do to help your child have excellent attendance and achieve fantastic Achievement Round results including:

- Making sure your child understands the importance of excellent attendance and punctuality and the impact on their academic achievement by discussing this at home
- Not allowing your child to be absent without a very good cause
- Arranging family holidays during the school holidays not in term time
- Arranging visits to the doctor, dentist, opticians, etc., for outside of school hours

Ormiston Meridian Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteer s to share this commitment.



- Letting your child know that if they are experiencing any difficulties within school or with their attendance and they can talk to us immediately and we will support them in the best way we can

Changes to the local authorities request for leave of absence.

During the last academic year the Local Authority reviewed its Code of Conduct surrounding absence from school. The new guidance which came into force from 1st January 2019, makes it clear that Leaves of Absence should only be authorised in exceptional circumstances and not for the purpose of a holiday.

Ormiston Meridian Academy will now publish on its website a **Leave of Absence policy**, which details how the academy will deal with requests for a Leave of Absence. Additional information from the Local Authority will also be published on the academy website. Please read the information carefully before requesting any Leave of Absence to avoid any unexpected Fixed Penalties from the Local Authority.

For all Leave of Absence, Parents/Carers will now need to complete a Leave of Absence request form. This will be available at the Academy reception additionally a printable version will be available on the academy website.

We look forward to working closely with you and your child to ensure your child has excellent attendance to school.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Mrs C Stanyer', with a flourish at the end.

Mrs C Stanyer
Principal