

Dear Parents and Carers,

5th June 2025

As we are now in the final term of the academic year, I would like to remind you that the Montsaye Academy school target for each student's attendance is 95% or higher. Students who achieve this do not miss more than 8 days (16 sessions) across the whole 2024 – 2025 academic year. As a school, our overall attendance at this point of the academic year has increased from last year, which is wonderful to see.

Research shows a direct link between good attendance and achievement in school. We want our students to fulfil their full potential and have as many options for their post 16 pathway and beyond as possible. Good school attendance is a key factor in achieving this goal. Regular attendance is a crucial part of academic success, as it directly impacts your child's ability to engage with the curriculum and develop important life skills. If they are not at school, they are missing out on learning time and the opportunities for social and personal development that a school setting provides.

As shown below, our jigsaw shows the impact of lost learning time:



It is a legal requirement for our attendance team to monitor each student's attendance closely. In line with guidance from the Department for Education, we will communicate your child's attendance with you if it falls below the school target of 95%.

All authorised and unauthorised illness absences are in line with NHS England guidelines. Please see further guidance at www.nhs.uk/live-well/is-my-child-too-ill-for-school/. Please can all absences be reported before 8:25am on each day of absence, in line with our Attendance and Punctuality policy. Please see attached a frequently asked questions sheet for ease.

The Department for Education define 'persistent absence' as a student with attendance below 90%. If a student finishes the academic year at 90%, they have missed on average half a day of school every week. Montsaye Academy want to ensure that your child does not fall into this category; it would have a significant impact on their achievement at school, but also potentially make it more difficult for them to be successful in employment beyond school.

As a last resort we will, if necessary, refer parents and carers to the Local Authority for a Penalty Notice if all other options have been exhausted. As a school, we are aware that absence from school is often a sign that additional support may be needed. Montsaye Academy will offer supportive interventions to help you and your child with our shared goal of good attendance including, but not limited to:

- Form tutor support
- Student Welfare Officer and Progress Leader support
- Attendance mentoring
- Attendance clinics and interventions
- Parent and carer meetings
- Rewards in school for attendance

If you have any questions about attendance, please contact Mrs Walker, Attendance Officer or Mrs Denton, Family Support Worker in the first instance. We also have a range of supportive and informative documents on our school website.

Yours faithfully,

Mark Taylor
Senior Vice Principal

