



*'An Academy to be Proud of'*

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Dear Parent/Guardian,

We are writing to you for your continued support on a very important matter.

As you are aware attendance is incredibly important for your child's education. Armfield Academy endeavours to provide our young people with an education that is challenging and always engaging; with this in mind it is essential for students to be resilient and to strive to be in school every day.

We would like to take this opportunity to request that, in the unfortunate event of your son/daughter being too sick to attend school, it is vital that parents/carers ring the main office every day before 9:30AM to inform us of their absence and send in a note upon their return to school. Our school number is 01253 207702.

If your child is absent for 3 or more days we fully appreciate your GP will undoubtedly have been contacted pending upon the symptoms. In such circumstances we would politely request sight of such appointment in order to avoid unpleasantness with the local PWO (Pupil Welfare Officer) and attendance authority.

If your son/daughter are going to be absent for a medical appointment we need to know the day before and medical evidence needs to be provided upon their return to school after the appointment the same day.

We thank you for your support and we are monitoring our attendance very closely to ensure your son/daughter reaches their full potential. Parents will be delighted to know that attendance for Armfield Academy is above 97% which is fantastic. This achievement is largely due to the student's effort and your support.

Many thanks,

Leona Parkinson

