



Grange Infant School
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19th September 2025

Dear Parents/Carers

Attendance Letter – September 2025

I would like to take this opportunity to introduce myself as the Attendance Lead at Grange Infant and Junior School. My role is to work closely with children, families, and staff to support excellent attendance and punctuality across our school community.

Good attendance is vital for every child's education. Regular school attendance helps children make the most of their learning opportunities, develop friendships, and build important life skills. We know that children who attend school consistently are far more likely to achieve their full potential.

At Grange Infant and Junior School, we aim for every child to achieve at least 95% attendance. We understand, of course, that children may sometimes need to be absent due to illness or other unavoidable circumstances. However, we will always work with you if attendance becomes a concern, ensuring that the right support is in place.

My role also includes:

- Monitoring daily attendance and punctuality.
- Offering guidance and support to families where needed.
- Celebrating and rewarding excellent attendance.
- Working in partnership with staff, parents, and external agencies to reduce persistent absence.

If you ever have concerns about your child's attendance or need support in helping them attend school regularly, please do not hesitate to contact me via the school offices. I am here to help, and together we can ensure that your child gets the very best start to their education.

Thank you for your continued support in promoting good attendance at Grange Infant and Junior School.

Yours sincerely,

Emma Rudman Attendance Lead

Grange Infant and Junior School