



04 October 2024

Attendance 2024 – 2025

Keeping parents informed about attendance

Dear Parent/Carer

I wrote to you earlier in the half term regarding national attendance update which have come into effect this year and the importance of good attendance at school. I am really pleased to report that we currently have over 500 students who have 100% attendance since the start of the academic year and lots of students above our school target of 95%. I would also like to take this opportunity to thank all parents for their efforts in getting children into school and attending as much as possible.

As mentioned in my previous letter, we believe that the highest rates of attendance are achieved when students feel they 'belong' to our community, and when they feel safe and happy in school. Our school policy recognises that absence often results from a mix of complex factors, however, we believe that many of these barriers can be reduced through a genuine partnership between school, the absentee, and their parents. Please contact school if there is anything you need to make school aware of, or if you would like support.

To ensure our parents are informed about their child's attendance in school, I will be contacting all parents in the last week of each half term to share their current attendance rate. This will be to celebrate good attendance, and to offer support to those children who need it.

Parental attendance communication

100% attendance	Parental email or praise postcard (all students with 100% attendance in one school week will be entered in a weekly draw for a prize)
95 - 99% attendance	Parental email or praise postcard
90 - 94% attendance	Parental email
80 - 89% attendance	Letter raising concern about attendance and offer of in school support
50% - 79% attendance	Letter raising concern about attendance and offer of in school/external services support
49% attendance or below	Letter raising significant concern about attendance and offer of in school/external services support and next steps



Ormskirk School & Sixth Form

Headteacher Mr J Burnham

I would like to remind parents that school begins at 8:50am. Students who arrive after 8:50am and before 9:20am will be late to school and receive a C2 30 minute after school detention. As with all our sanctions in school, we consider the circumstances prior to awarding the sanction.

Students arriving after 9:20am will be marked as unauthorised and parents will be expected to contact school and share the reason for this lateness. These absences contribute to the 10 school sessions within a rolling 10-school week period (i.e., 5 days).

Thank you once again for your support.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'P Staniforth'.

Mr P Staniforth
Deputy Headteacher Behaviour and Culture

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