



# St Cecilia's

## R.C. HIGH SCHOOL



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July 2023

Dear parent/carer

**Re: Attendance**

Your child's attendance this year is: %

Research shows that positive attendance directly correlates with positive outcomes for pupils. To enable us to maximize our impact as a school, we really emphasize to our students that **attendance matters**.

### Our whole school target for attendance is 97%

I have provided the table below to provide some clarity and meaning behind the number.

- If your child is in the **green band** your child will be doing well and should be congratulated.
- If your child is in the **amber band** they are doing well but they should be aiming to move into the green band
- If your child's attendance is in the **red band** this is a cause for concern. This puts your child at a disadvantage and requires school support and/or intervention.

Percentage Attendance	Days missed (over the year)	Lessons missed (over the year)	Explanation
100%	0	0	Congratulations your child has achieved perfect attendance
97%	5.75	28.75	Your child has achieved the school target, well done
93% - 96.9%	6 - 13	30 - 65	Your child is doing well but there is room for improvement aiming to achieve 97%+ to move into the green category
90.1% - 92.9%	13 - 19	65 - 95	
80% - 90%	19 - 38	95 - 190	Children 90% or below are classed as "Persistently Absent" by the Department of Education (DfE)
65% - 79.9%	38 - 66	190 - 330	
50.1% - 64.9%	66 - 94	330 - 470	
30% - 50%	95 - 133	475 - 665	Children 50% or below are classed as "Severely Absent" by the DfE

DIocese of  SALFORD

St Cecilia's R.C. High School, Chapel Hill, Longridge, Preston, PR3 2XA

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We are aware that absence due to illness cannot be avoided in some situations; we are also astutely aware that some children's attendance is affected by medical conditions. The aim of this letter, which is being sent to all students, is to encourage reflection, celebrate positive attendance and facilitate collaboration for improvement if necessary. Our support is very much personalized; we recognize that attendance is a % but the issues behind the number are what will navigate our support and actions. If there are any difficulties that are making attendance a challenge, please do not hesitate to get in touch so that we as a school can listen and can offer the appropriate support. Your child's Form Tutor or Head of Year is the most appropriate first port of call, in addition to our Attendance Officer, Mrs Hawley. Please see our pastoral structure below:

### **Pastoral team 2023-2024**

**Attendance Lead – Miss Bethwaite**

**Attendance Officer – Mrs Hawley**

Head of Year 7 – Mr Duffy

Head of Year 8 – Mr Taylor

Head of Year 9 – Mrs Lewis

Head of Year 10 – Mr Colligan

Head of Year 11 – Mr Hall

There will be a focus on attendance when we return to school in September.

Consequently, any pupils who have been **persistently absent (under 90%)** or **severely absent (under 50%)** this year will have their attendance closely monitored throughout the next academic year of 2023-2024 and we ask that you work with us to remove any barriers which may have prevented them from attending school. In similar fashion, I would like to congratulate pupils who have attended school regularly throughout this year, it hasn't gone unnoticed! Positive attendance will weave through all aspects of our reward system next year; it will be an essential criterion to attend reward trips and/or school events.

I would like to take this opportunity to draw your attention to our new website page, dedicated to attendance matters.

[Attendance | St Cecilia's RC High School \(st-cecilias.co.uk\)](https://st-cecilias.co.uk)

Here you will find further information about:

- our pupil-centred ethos
- our interventions and actions which are guided by research and best practice
- details of rewards for positive attendance
- the impact of poor attendance on a child's future chances
- links to local authority information
- the Attendance Policy

Yours sincerely,

**Miss S Bethwaite**  
**Attendance Lead**

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