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November 2013

Dear Parent/Carer

### **Student Attendance**

Welcome back and I hope everyone had an enjoyable and relaxing half term. I would like to thank you again for your continued support in ensuring good school attendance. I was overwhelmed with the progress we have made in improving attendance during the first half term of this academic year, up by 1.8% on this time last year. As we are all well aware good attendance is closely linked to academic progress and high performance.

As we approach the winter season, colds and viruses are on the increase and although we would not want ill students in school it is important that students return from illness as soon as possible. With this in mind I would like to refer you to our procedures for reporting absence. Previously we have stated that three days or more illness should be covered with a medical certificate; however we have been informed by local general practitioners that they are not in a position to provide this service. Our willingness to work with the local community means the need for a medical certificate after 3 days of absence will no longer be required; however we may ask for your permission to speak to medical staff if your child's attendance falls below 95% (Government's national expectation).

If you have any further queries, please do not hesitate to contact me. My email address is [pstreet@wsgfl.org.uk](mailto:pstreet@wsgfl.org.uk). We are, as ever, always eager to work alongside parents as effectively as we can to ensure that students are as successful as they can possibly be.

I wish you all a very healthy run up to Christmas.

Yours sincerely

Mr Paul Street  
**Assistant Head**

