



Beaumont Lodge

PRIMARY SCHOOL

LEARN | ENJOY | DEVELOP | SUCCEED

Parents/Carers of

DATE

School Target Attendance – 96%

Current Attendance – %

Dear Parents / Carers

Attendance – NAME

As a school, we are required to monitor children's attendance; your child's attendance so far this academic year is %.

You have previously received a T2P text alert and a letter. However, your child's attendance has decreased further and has dropped below 90%. This may now trigger a referral to be sent from school to the Education Welfare Officer for their involvement in your child's attendance.

A child with attendance below 90% is classed as a persistent absentee, which means there is a significant negative impact on your child's education and school experience.

If this poor attendance continues, by the end of the school year, your child will have missed at least 19 school days or 4 weeks or 80 lessons.

Until further notice, if NAME is absent from school then medical evidence will need to be provided to enable his/her absence to be authorised.

Acceptable medical evidence includes: visit to doctor/hospital, visit / advice from the pharmacist, photos of antibiotics (not over the counter medication).

If these procedures are not followed, then a referral will be sent to the Education Welfare Officer and this could incur a penalty notice.

We ask that you continue to follow the school procedures by contacting the school office every day that your child is absent and informing us of the reason.

Please continue to work with us in raising your child's attendance

Yours sincerely

Mrs Dawn Solla

Headteacher

cc Sonia Bakari – Education Welfare Officer



Beaumont Lodge

PRIMARY SCHOOL

LEARN | ENJOY | DEVELOP | SUCCEED