

King Ina Church of England Academy

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KING INA



CHURCH OF ENGLAND ACADEMY

Thursday 27th March 2025

Dear Parents and Carers

We are committed to providing an education of the highest quality for all our pupils and recognise that this can be achieved by supporting and promoting excellent school attendance for all. This is based on the evidence that by attending school regularly and punctually, children will be able to take full advantage of the educational opportunities available to them. High attainment depends on good and regular attendance.

The chart below shows attendance percentages and how these equate to days and lessons missed across a school year:

An attendance level of...	...means a pupil will miss this many days...	...and this many lessons
100%	0	0
95%	10	50
90%	19	95
80%	39	195
50%	95	475

As part of our drive to improve attendance at King Ina, we will be writing to **all** parents of children whose attendance falls below 95%. We appreciate that some children may have, for example, had a significant hospital stay, but it is important that you are aware of your child's attendance percentage. There are several different letters that will be sent home as follows:

- Parents of children whose attendance is between 90 – 95% will receive Letter 1, informing you that we will continue to monitor your child's attendance and, *should it **not** increase*, we will meet to plan how we can improve your child's attendance together.
- Parents of children whose attendance is below 90% and are classed as a persistent absentee, will receive Letter 2. We will then meet to plan how we can improve your child's attendance together.

- Parents of children whose attendance has continued to decline, despite having previously contacted you, will receive Letter 3, inviting you to a Parent Contract Meeting. Please note that non-engagement with this process may result in you being issued with a Notice to Improve or a request for support from the Local Authority being made.

We value the good communication that we already have with parents and carers and appreciate your support with helping the children to attend school regularly. It is important that we maintain good home-school links with you so that we can all work together for the very best outcomes for the children at King Ina.

Thank you for your continued support.

Best wishes

Mrs S Svenson
Headteacher