



25 September 2020

Dear Parents/Carers,

I am writing to you to emphasise the importance of student attendance in the Sixth Form at St. Olave's. Evidence shows that students who maximise their engagement in the curriculum at the school do achieve higher levels of attainment and we strongly encourage your support as parents/carers with this. Past records have shown that both punctuality and attendance decline as students progress through the school and gain more independence. Together we must ensure this does not happen.

Our school expectation is that attendance is a minimum of 95%. The school will not authorise any absences if attendances falls below 90% without a medical certificate or doctor/consultant's letter confirming the dates of absence and medical conditions.

We fully appreciate that some students face long journey times to and from school and that journeys may be particularly problematic at the moment. We encourage you to support your son or daughter in finding the most feasible route to ensure that they turn up on time for school every day. In addition to this, absence due to ill-health can be a consequence of a lack of sleep through a weak immune system. Survey results have shown that students in the Sixth Form sleep on average 6.5 hours each evening, below the 9 hours recommended in studies. It is therefore vital that you help monitor this at home and foster a sustainable approach to school life through consistent sleeping patterns.

Attached to this letter is our 'Attendance Matters' leaflet, which outlines the procedure to report an absence, the signing-in protocol, the Department for Education guidelines, our school policy and the benefits of good attendance.

Your responsibility as parents or carers is to ensure that your child attends school regularly and punctually to allow them to fulfil their potential, and we will support you as a school with this.

Yours faithfully

The Year 12 Pastoral Team

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