THE COLESHILL SCHOOL

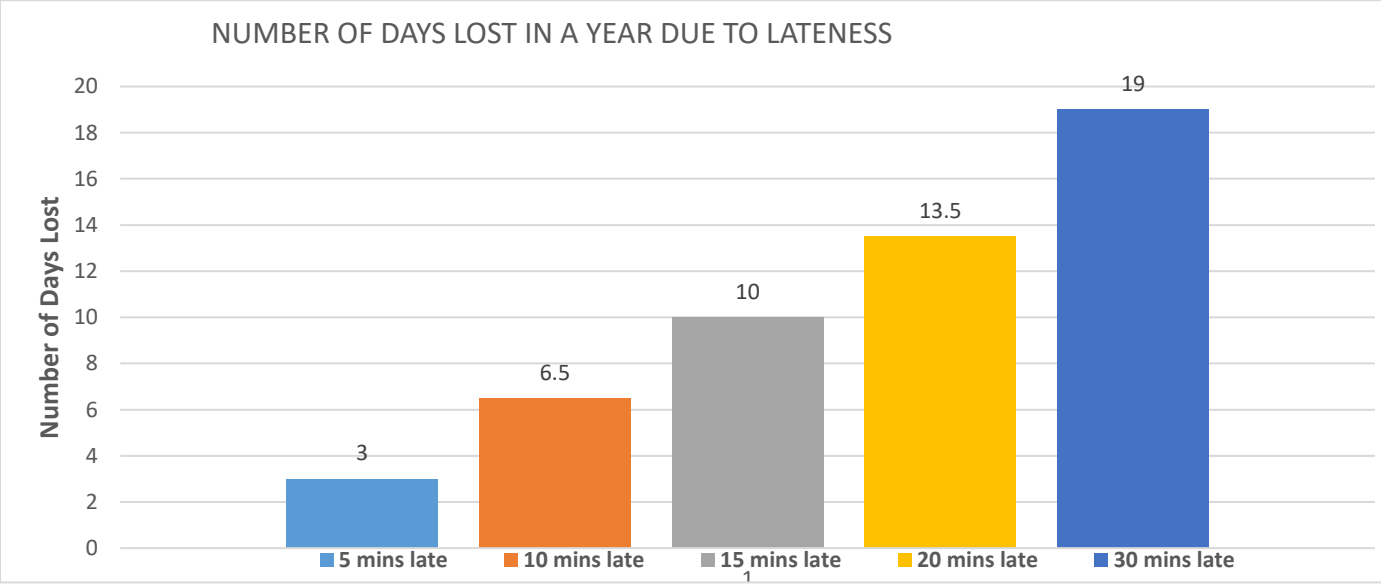
An 11-19 Business and Enterprise Academy
Coventry Road, Coleshill, B46 3EX
www.thecoleshillschool.org
enquiries@thecoleshillschool.org.uk
Tel: 01675 462435 Fax: 01675 465232
Headteacher: Mr I Smith-Childs

Dear Parent/Carer,

School Attendance Expectations and Procedures

Good school attendance and punctuality is key to helping students have the best possible start in life and will maximise their potential and learning opportunities. There is clear evidence which links educational achievement to good school attendance.

Did you know?



190 Days at School 190 Days for your education	10 Days Absence	19 Days Absence	38 Days Absence	50 Days Absence
	180 Days at School	171 Days at School	152 Days at school	140 Days at School
EXCELLENT Best chance of Success	**GOOD** You are likely to achieve grades for real opportunity	**ROOM FOR IMPROVEMENT** Absences will make it difficult for you to achieve your best	**CONCERN and MONITORING** Missing so much time from school makes it difficult to keep in touch with lessons, work and friendships. GCSE Grades will be lower	**TAKE ACTION** It will be almost impossible for you to keep in touch with lessons, work and friendships. It will be very difficult - if not impossible to achieve 5 GCSE's grades 9- 4

Unfortunately, there has been an increase in the number of students claiming bad traffic and missed public transport as a reason for their lateness in the morning, after being dropped off by their parent. The roads in and around Coleshill and Chelmsley Wood have always been bad for traffic and this seems to be getting worse due to roadworks and the building of the infrastructure of HS2.

The Arthur Terry Learning Partnership, a charitable company limited by guarantee, registered in England and Wales, Company Number 07730920.
Registered Office: The Arthur Terry School, Kittoe Road, Four Oaks, Sutton Coldfield, West Midlands, B74 4RZ
CEO, Richard Gill, NPQH, NLE, FRSA

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It is vital that, if this is the reason for lateness, you make adjustments to leave earlier and ensure your child is on school site by 8.40am. Our expectation is that all students are seated in class and ready to learn at 8.45am, arriving even **5 minutes late means your child misses out on 16 hours** of learning each academic year and is highly disruptive to all other students in the class room.

The Coleshill School is determined to provide the best education to the students they serve. In recognition that school attendance and attainment are strongly linked we implement a robust attendance procedure which supports students' learning. As such, any student without medical evidence to support their late arrival and with two or more late marks in one term will automatically be issued with a detention.

If your child has 20 sessions (10 school days) of unauthorised absence, within one term, for any reason (including holidays, lateness after close of register and any other unauthorised absence), as part of the attendance procedures the school can refer to the Local Authority to become involved and monitor attendance. Fixed Penalty Notices and Local Authority referrals and other sanctions will be used where parental co-operation with this process is either absent or deemed to be insufficient to resolve the problem. The action will be used as a means to support parents to meet their legal responsibilities. You need to be aware that, although you may provide a reason for absence, it is the school which decides if the absence is recorded as authorised or unauthorised.

The purpose of this letter is to advise you that the structure is in place and will be followed. It is also to encourage you to take up the offers of support from the school to avoid reaching the point that prosecution is used as a measure to ensure your child attends school. Our policy is in place to improve attendance and punctuality. As we know, this allows our students to attain their maximum potential.

If you have any queries regarding the implementation of our attendance procedures
Please feel free to contact the Attendance team or your child's Head of Year in the first instance.

Thank you for your continued co-operation.

Yours sincerely

I Smiths-Childs
Headteacher