

Christ Church C.E Infant School and Nursery,
Shaw Lane ,
Tettenhall Wood,
Wolverhampton, WV6 8EL
Telephone 01902 558945
christchurchinfantschooltw@wolverhampton.gov.uk
Mrs R Lunn – Head of School



Christ Church C.E. Junior School
Woodcote Road,
Tettenhall Wood,
Wolverhampton, WV6 8LG
Telephone: 01902 558700
christchurchjuniorschool@wolverhampton.gov.uk
Mrs J Nash – Head of School

Mrs S Blower Executive Head Teacher
Website: www.christchurchfederation.co.uk

**Our Christian Vision- Grow and learn together with God by our side.
Our Core Christian Values- Kindness, perseverance, love, respect, honesty, friendship.**

Date

Dear XX,

This is the second month where XX's attendance remains below 96%. Their current attendance is xx%. This is due to xx sessions absence (xx days). Good school attendance is the basis for a good education and the opportunity for your child to meet their potential. Absence from school results in missed learning opportunities.

We appreciate that you may have contacted school to report absences, and we hope that this continues. We also appreciate that we may have spoken to you about this issue recently. However, it is school policy to continue to inform parents of their child's attendance levels.

We are unable to authorise absence from school without medical evidence. As there has been further absence we have referred your child to the Educational Welfare Officer for an attendance meeting.

We are committed to ensuring that we act in the best interest of our children and would like to emphasise that although attendance is very important, on some occasions however, if they are too unwell to attend school the best place for your child is at home.

We aim to support you and your child to improve attendance wherever possible. If you require some advice or support regarding your child's attendance, please do not hesitate to contact me.

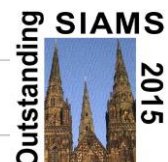
Yours sincerely

Mrs Blower
Executive Head Teacher

Grow and learn together with God by our side.



SCHOOL
MEMBER



WOLVERHAMPTON EDUCATION COMMITTEE