

18th September 2024

Dear Parents/Carers

As part of our commitment to ensuring all students reach their full potential, we are placing a particular focus on attendance and punctuality.

Absence Protocol Reminder: If your child is going to be absent from school, it is important that you notify us **before 8:30 AM** on the day of the absence. You can do this by calling the attendance team on 0191 4813710 and selecting Option 1 to report a student's absence.

In instances where we have not received communication regarding your child's absence by **8:30 AM**, we may be conducting home visits for students who are not attending school on time or are missing days of school. These visits are meant to encourage and support students in getting to school regularly, as daily attendance is crucial for their success. We are working in collaboration with the Local Authority and partner agencies such as Children's Social Care, Early Help Team, and the Intensive Family Support Team. This is part of our duty of care to all students, ensuring they receive both academic support and the social interaction necessary for their well-being.

Please understand that these visits are not meant to single out any individual student or family. They are part of a broader initiative to ensure every student receives the support they need to achieve their full potential both academically and socially. Research shows that students with high attendance tend to perform better academically and develop stronger social skills. Ensuring consistent attendance will help your child make the most of their educational experience. We believe in working closely with families to overcome any barriers that may be affecting a student's ability to attend school regularly.

If you have any concerns or would like to discuss any challenges your child may be facing, please feel free to reach out to us. We value open communication and are here to help in any way we can.

Thank you for your continued support.



Mrs Laura Bell
Senior Vice Principal

Studio West is part of Northern Leaders Trust

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