



Brackenhill Primary School

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31st October 2023

Dear Parents / Carers,

School Attendance

The Governing Body are writing to you today with a matter of great concern, pertaining to our school's attendance during this academic year. Our school has set a target attendance rate of 95% for this academic year, in accordance with the Government's expectation.

One of the significant contributing factors to the lower attendance has been the extended leave taken by the families. It is essential to understand the impact of extended absences on our school's attendance goals and the challenge it poses in achieving the desired target.

Please be aware that extended leave will not be authorised unless it is exceptional circumstances. If you still decide to take children out of school during term time your children's absences will be marked as unauthorised. I should warn you that unauthorised absences are referred to Bradford Council who may issue you with a Penalty Notice in accordance with the Penalty Notice Code of Conduct. In instances where the period of absence exceeds 20 school days, or if your child has already taken one or more leaves of absence, Bradford Council may consider other legal options, such as starting legal proceedings with the Magistrates' Court.

As you are well aware, our students have already missed valuable learning time in school due to the disruption caused by the Covid-19 pandemic. Our dedicated staff are working tirelessly to facilitate catch-up for the students. However, taking children out of school can have adverse effects on their progress and result in learning gaps that are often challenging to bridge. We believe that by collaborating with you to ensure consistent attendance, we can minimize disruptions to your children's learning and academic progress.

If you have any specific concerns or require guidance on how to manage attendance effectively, please do not hesitate to contact the school. They are here to provide support and assistance to help our children have the best educational experience.

We sincerely hope that by working together, we can improve our school's attendance rates and, in turn, provide the children with the education they deserve. Your cooperation in this matter is greatly appreciated.

Thank you for understanding and assistance.

Yours sincerely,

Ms Julie Heilds
Chair of Governors

