

15 December 2009

Re: Attendance and leave of absence requests

Dear Parents/Carers

During our recent Ofsted monitoring visit, inspectors told us that attendance in Year 9, 10 and 11 was too low. They then went on to say that our management of attendance as exemplary. It is therefore essential that we have all parents support in ensuring that students attend regularly.

Attendance at the academy has improved, however we have much to do if we are to meet our challenging targets.

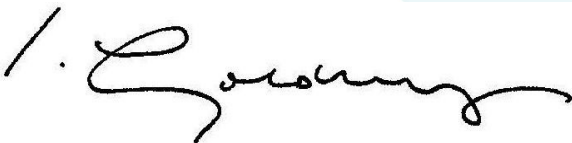
As you may know, all the headteachers of all the schools in this area: Fairisle Infants; Fairisle Juniors; Oakwood Infants; Oakwood Juniors; Sinclair Primary School and Shirley Warren Primary School, work together in a partnership aimed at improving attendance.

Within our partnership we have agreed to consider requests for leave of absence and may authorise up to a maximum of five days for the purposes of a family holiday only. Your child's attendance must be over 95% for authorisation. Please make sure you collect a form from the office and fill it in well before you book any holiday.

It's important for you to know that there are some slight changes this year to the issue of penalty notices for unauthorised absence due to family holidays.

If a holiday is taken during term time of which five days or more is unauthorised, Southampton City Council will issue fixed penalty notices. These are £50 per child, per parent. We will always warn you about this in the comment at the bottom of your leave of absence form, so that you can take steps to avoid it.

Kind regards



Ian Golding
Principal

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