



Woodhouse Primary Academy

Woodhouse Road
Quinton
Birmingham
West Midlands
B32 2DL

Head Teacher: Oliver Wilson

Tel: (0121) 464 1769

Email: enquiries@woodhouse.uwmat.co.uk

Tuesday 6th September 2022

Dear Parents/Carers

Welcome back to a new school year which everyone here at Woodhouse is really excited about! One of our key goals for this year is to work together to get our weekly school attendance as close to our 'magic number' of 97% each week. This week as your child/ren settle back into school routines we will be talking with them about the importance of being on time and in school every single day, please ask your child/ren to share this with you.

Everyone at Woodhouse appreciates and understands that some absences are unavoidable and that your child's attendance might not yet be at the magic number of 97%; all we ask is that we work together to ensure your child is at school each day.

This week your child will bring home our Yellow Attendance Pack which has lots of important information regarding both our school and the Local Authority expectations and requirements for daily school attendance.

This includes the **CIRCUMSTANCES WHERE A PENALTY NOTICE MAY BE ISSUED:**

The issuing of a Penalty Notice is considered appropriate in the following circumstances:

- *Attendance: When: - a pupil has had a minimum of 10 sessions of unauthorised absence in the previous 12 calendar months and; - a school or place of alternative educational provision has commenced the relevant local authority legal intervention process and; - despite that process being followed by the school, there has been little improvement in the pupil's attendance.*
- *Unauthorised Leave in Term Time: When: - a pupil has been taken on an unauthorised "leave of absence" from school or a place of alternative educational provision for minimum of 10 continuous sessions (five days) and; - the school or place of alternative educational provision have followed the relevant local authority legal intervention process, a penalty notice may be issued.*

If you have any concerns regarding your child's attendance, then please come and speak to me or Mr Kennedy who are on the school gate before and after school. You can also contact us by calling the main school office on 0121 464 1769 or through the enquiry email: enquiries@Woodhouse.uwmat.co.uk

We have 33 school days until October Half term, let's make every one of these days count by being in school to learn with our friends and teachers.

As always thank you for your support,

Miss Lavelle

Assistant Headteacher and Whole School Attendance Lead



**Artsmark
Gold Award**
Awarded by Arts
Council England



University of Wolverhampton Multi Academy Trust,
Room WA109, Jerome K Jerome Building, Walsall Campus, Gorway Road, Walsall, WS1 3BD
Companies House: 08255492