



**HAGLEY CATHOLIC HIGH SCHOOL**  
Brake Lane, Hagley, Worcestershire DY8 2XL  
Phone: 01562 883193 Fax: 01562 881820  
Website: [www.hagleyrc.worcs.sch.uk](http://www.hagleyrc.worcs.sch.uk)  
Principal: Mrs S Horan



Archdiocese of Birmingham

27 February 2019

Dear Parents/Carers

**RE: Improving Student Attendance**

I am writing to all parents to raise the profile of our current attendance rates and, where applicable, request your support with reducing student absence.

As of Friday 15 February, the whole-school average attendance was 95.4%. This is 0.4% lower than at the same time last year and a target for immediate improvement.

Individual year group attendance averages are:

Year 7:	96.1%
Year 8:	96.1%
Year 9:	94.3%
Year 10:	95.4%
Year 11:	95.2%

We are sure you will agree that attendance is crucial to student achievement, as illustrated by the following statistics:

- 90% = ½ day missed every week. Over five years this equals to half a school year.
- 80% = 1 day missed every week. Over five years this equals one whole school year.
- 17 missed school days (91% attendance) = 1 GCSE grade dropped (based on DfE research).

Students who have an attendance rate of less than 90% are categorised as Persistent Absentees and are monitored frequently by our Education Welfare Officer, Hilary Maxwell. There are times when, if a student's attendance does not improve as we progress through the year, on advice from Mrs Maxwell, we make the decision that further absences may not be authorised without medical evidence. Parents may be invited into school to discuss the absences with a member of the senior leadership team and/or Mrs Maxwell.

I would also like to bring to your attention that the school does not authorise holidays in term time. There is no legal right for a parent to take their child out of school for a holiday during term time and parent/carers can be fined for taking their child on holiday during term time without consent from the school. If leave is taken after permission has been withheld then this will be recorded as unauthorised absence. Unauthorised absence can result in a Penalty Notice being issued for £60 to each parent for each child taken out of school.

Please ensure you know what your child's current attendance level is by logging on to the SIMS Parent App. You can also obtain a copy of the Attendance Certificate by emailing Mrs King on [rking@hagleyrc.worcs.sch.uk](mailto:rking@hagleyrc.worcs.sch.uk).

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We recognise that the vast majority of our students have an attendance rate of above the school average and that a significant number have 100% attendance. Please pass on our congratulations and thanks to your child.

We will continue to write directly to the parents of students whose attendance is below 93%. At times, we may also invite parents into school to meet with us to discuss strategies to improve attendance rates. Please do not be offended by our correspondence but rather see it as our attempt to ensure the best possible education for your child.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Horan', written in a cursive style.

Suzanne Horan  
Principal