

3 September 2026

Dear family,

Inclusive Attendance

Following a successful year in which we achieved our Bronze Inclusive Attendance Award, we are continuing to strengthen our inclusive attendance approach. This means working with students, families and external partners to understand barriers, offer early support and help every child feel that they belong in school. Our shared aim remains clear: every learner, every day, in school and thriving.

We know that strong attendance is about more than being present in the building. It is about belonging, routine, relationships, confidence and access to the full life of the academy. This includes opportunities such as our Strive for Five reward trips, curriculum visits, Culture and Identity Day, and our well-being weeks. When students are in school regularly, they are more able to learn, connect with others and access the support they need.

Punctuality is also an important part of inclusive attendance. Arriving on time helps students start the day calmly, feel prepared and take part in the first learning activity. The first ten minutes of each lesson are used for retrieval practice, which helps students revisit key knowledge, build confidence and begin learning successfully.

As part of our continued focus on support and high expectations, we will be monitoring students who arrive after 8.45am. This is so we can identify patterns early, speak with families where needed and help students develop positive routines before lateness becomes a bigger barrier to learning and well-being.

If a student arrives after 9.15am, this is more than thirty minutes late and falls after the legal close of the morning registration period. In line with attendance guidance for schools, this must be recorded as an unauthorised absence for the morning session. We also recognise that arriving this late can make it harder for a student to settle, catch up and feel ready for the rest of the day.

From the week commencing 21 September, the academy will introduce a same-day consequence for students who arrive after 9.15am without a valid reason being shared by family. This will sit alongside our wider inclusive attendance work, which focuses on early communication, understanding individual circumstances and offering support where barriers exist. Students will complete a thirty-minute after-school detention on that day. Families will be informed by text message by 2.00pm if their child is required to attend a detention.

In the two weeks before this begins, we will contact families if their child arrives after 9.15am. This will give families time to speak with their child, share any concerns with

us and work together on practical steps to improve punctuality before sanctions are used.

If there are any barriers that make it difficult for your child to arrive at the academy by 8.45am, please contact their Head of Year or Form Tutor in the first instance. We want to work with you in a supportive and solution-focused way so that your child can attend, belong and thrive every day.

Yours Sincerely,

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Mr Guest

Pastoral Director, Student Welfare & Safeguarding Lead