



## Woodside High School

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Dear parent/carer,

I hope this letter finds you well. You and your child are invited to a targeted attendance and punctuality parents' and carers evening on Thursday 26th January 2023 from 15:45-16:45. You are receiving this letter as we are increasingly concerned with either your child's punctuality or attendance percentage this academic year.

You are invited for a face-to-face appointment with your child's tutor, to discuss strategies for supporting you and your child. There will also be the opportunity to meet with myself or Ms Pryor, the Deputy Head of Year 8. You will be presented with a breakdown of your child's Attendance to Date, and also a count of lateness to school. As a school, our goal is to work together to remove barriers to high attendance, and to work with you to support your child.

High attendance and strong punctuality lie at the core of our shared values at Woodside. Woodside students are expected to arrive at school between 8:15 and 8:30 and begin the day with line-up which begins promptly at 08.30. Our breakfast club runs daily and we provide a free breakfast for any students that choose to come in early. Breakfast club runs from 7:30 until 8:15.

Students arriving later than 08:50 miss a large period of their morning tutorial, where key messages are disseminated, journals are signed, and students are able to transition mentally into the school day. Students arriving later than 09:00 begin to miss crucial educational content and quickly fall behind their peers academically. Behaviourally, the link between students regularly arriving to school late and referrals to our Reflection Room or Senior Leadership Detentions is strong. On a national level, the correlation between high attending students and better post-16 outcomes is strong and well-documented.

Exceptional educational experiences for your child are central to our mission statement at Woodside. We would really appreciate the opportunity to work collegiately on this issue and to support your child in reaching their potential, both at Woodside and in the future.

The evening will run from 15:45-16:45. Details of how to book your 10-minute slot with your child's tutor will be shared with you. We will be using the same SchoolCloud system that was used to book appointments for whole-year parents evenings in Year 7. As a reminder, parents' and carers evening for all subjects will be on 23rd March 2023, 16:00-19:00.

Thank you in advance for your support and cooperation in resolving this issue, and we look forward to seeing you on Thursday, January 26th.

Yours sincerely,

Mr G Whitehead, Head of Year 8

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Head Teacher: Ms Angela Wallace

