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**ELLIS
GUILFORD
SCHOOL**
*Creative
Education
Trust*

Thursday, 1st April 2021

Dear Parent/Carer,

Taking Attendance Seriously at Ellis Guilford School

We all know of the disruptions to learning of our pupils over recent times and the affect this has had on attendance, not only at our school, but in all schools throughout the country.

Now that we are fully re-open it is important to be clear about the importance of attending school each and every day and what it means to your child's education. To support us in ensuring every pupil in our school is able to attend regularly, we have taken the opportunity of employing a new Director of Attendance. Mrs Stacey Jackson is an experienced manager of school attendance, in particular, working with young people across Nottingham City. I am, therefore, delighted to introduce Stacey to you in this new role. I know that she will be a great asset to the school, working with pupils and families, removing barriers to non-attendance.

We also must be clear and say that too many pupils have too much time away from school without appropriate justification. We must tackle this as a school. We will be contacting parents where a pupil's current attendance is unjustifiably low. Like all schools, Ellis Guilford School has a range of ways of helping children to attend, including pupil attendance reports, parenting contracts and, as a last resort, parental fines issued by the Local Authority.

We also know that a number of pupils currently feel unable to come into school for other reasons and we want to work with families to support their return. That is why we will be conducting more home visits where attendance is a concern.

Contact and communication are key, and I would ask parents who receive further correspondence from the school about their child's attendance, respond positively and attend the arranged meeting after the Easter holidays. We will contact you directly, following this letter, if we need to.



Equally and as importantly, is the recognition of the vast majority of pupils who arrive to school each and every day. We say well done to you all. Evidence shows that being in school regularly will help you to achieve higher GCSE exam results.

For those who need help and support in achieving this, let's work together to make sure all our pupils have the very best chance to succeed: strong attendance makes the difference.

Thank you for your continued support.

A handwritten signature in blue ink, appearing to read 'Chris Keen'.

Mr Chris Keen
Principal