



Dear Parents and Carers,

I am writing to you regarding school attendance as we move towards the final half term of the year.

Whilst we were very pleased with the strong start to this half term, we have recently seen a noticeable decline in attendance across the school. Current attendance levels are now significantly lower than we would expect and this is a concern.

We fully understand that there are times when children are genuinely too unwell to attend school, and, of course, their health and wellbeing must always come first. However, we are increasingly concerned about the number of single or "odd" days of absence where the school has either not been informed or where we have been unable to make contact with parents and carers. This makes it difficult for us to ensure that all children are safe and receiving the education they are entitled to.

We would very much like to work in partnership with you to improve this situation and ensure that we finish the academic year strongly, with good attendance for all pupils next half term.

Regular attendance at school is essential not only for academic progress, but also for children's wider development. Being in school every day helps children to:

- Build strong friendships and social skills
- Develop confidence and resilience
- Feel part of a community and a sense of belonging
- Maintain routines that support their wellbeing
- Keep up with learning, avoiding gaps that can be difficult to close

Even occasional days missed can have a cumulative impact, both academically and socially.

We would also like to take this opportunity to remind parents that holidays during term time will not be authorised. There has been an increase in requests and unauthorised



St Christopher's Catholic Primary School

Tarbock Road, Speke, Liverpool, L24 0SN

T: 0151 486 2835

Headteacher: Mrs N Harrop

absences due to term-time holidays. As per national guidance, taking holidays during term time may result in a fixed penalty notice (fine) being issued.

If your child is absent, it is essential that you contact the school on the first day of absence and keep us informed. If we do not hear from you, we will follow our safeguarding procedures, which may include contacting you and, if necessary, making further checks.

We greatly value your support in ensuring that your child attends school every day they possibly can. By working together, we can give all children the best possible opportunity to succeed and to end the year on a positive note.

If you require any support with attendance or would like to discuss any concerns, please do not hesitate to contact the school.

Thank you for your continued cooperation.

Yours sincerely,

Mr D. Lee

Deputy Head, safeguarding and co-attendance lead.