



All Saints

Catholic Primary School

19th December 201

Dear Parent,

I am writing to advise you of a new Local Authority process that will be coming into effect from January 2019.

The key notes to mention are that if your child falls within one of more of the following categories within a 12-week period you may receive a penalty notice: -

- 10 sessions (5 days) of unauthorised absence with under 90% attendance
- 20 sessions (10 days) of unauthorised absence
- persistently arrives late to school after the close of registration

All Saints are passionate about providing your children with the very best education and it is vitally important to us that each child arrives on time and ready to learn. As part of the policy, we are required to send the attached letter home each term, regardless of your child's attendance.

We totally understand that you may be late on the odd occasion and it is only if this becomes a regular occurrence that it would become an issue.

I hope that you will support us as we implement the new Local Authority initiative.

Yours faithfully,

Mrs W Hughes

Headteacher



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