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www.churchstretton.shropshire.sch.uk



Headteacher: Dr. A Wood, PhD, NPQH, BSc (Hons)

12th September 2025

Dear Parents/Carers,

Re: Attendance

As we start the new school year, I would like to take this opportunity to remind you of the importance of regular school attendance. We strive for our students to be in school every day and set our school attendance target at 96%. We will communicate with you if attendance drops below this target as evidence shows that continued poor attendance negatively impacts on student outcomes. We want to work with you to ensure that all our students have the best chance of success during their time at Church Stretton school.

In addition to improving student outcomes, good attendance also helps students to:

- Develop their social skills
- Enhance learning and improve academic performance
- Build a consistent routine
- Foster a sense of belonging

By working together, we can ensure that students attend school regularly and benefit fully from their education. If there are any issues affecting your child's attendance (that we do not already know about), please liaise with us so we can provide the necessary support.

Please note that we will **not be able to authorise any holidays during term time**. For any request for absence from school, you will need to complete a Leave of absence during term time form (LATT) which can be found on the school website or accessed [here](#). Each request will be reviewed on an individual basis.

To assist us in ensuring the highest standards of attendance, please consider the following:

Monitor: Please keep track of your child's attendance and ensure they attend school regularly, accessed in Go4schools. We are aware of some issues with this currently so please bear with us whilst we work to rectify these.

Communicate: If your child is unwell or facing any issues that may affect their attendance, contact the school office as soon as possible.

Support: Work with the school to address any barriers to attendance. This may include attending meetings or following up on agreed actions.

If your child is unwell and you are unsure whether to send them into school or not, you can get advice via the link below:

[Is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk/conditions/when-to-keep-child-at-home/)

	Is my child too ill for school? Find out when it's best to keep your sick child at home and when it's OK to send them to school or nursery. www.nhs.uk
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Students are allowed to carry a single dose of cold medicine or pain killer with them to school.

If your child is unable to attend school, you must inform the school office **by 9.00am** either by telephone (01694 722209) where there is an option to leave a message or email attendance.officer@csschool.co.uk

If you have any queries or would like to discuss your child's attendance further, please feel free to contact their Head of Year.

Thank you for your ongoing support and cooperation.

Kind regards

Mr M Longhurst
Assistant Headteacher

Mr G Kirkby
Head of Year 7

Mr A Elkins
Head of Years 9 & 11

Ms Y Gajny
Head of Years 8 & 10