



St Matthew's Bloxam C of E Primary School

Headteacher – Mrs Anita Timson: BEd (Hons), NPQH
Deputy Headteacher – Mrs Helen Francis: BA (Hons) QTS

"Let Your Light Shine"



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Date:

Dear Parent/Carer,

We have been looking at attendance for last half term and we would like to make you aware that **NAME** attendance level is currently **93.92%**.

Unfortunately, there has been no improvement in the attendance level since last term.

Attendance at this level it is a concern, so therefore we will monitor this for the next few weeks.

We understand that your child may have been ill, or there may have been other issues that you have kept us informed about, however we still have a duty to inform you of your child's attendance level. We can offer support to ensure attendance is 95% or above. We can offer Early Support to support with attendance.

Should **NAME** need to be off due to illness, we would appreciate it if you would contact Mrs Timson. Please do not hesitate to contact the school should you need to discuss any aspect of this letter, or need support with attendance.

Yours sincerely

Mrs Anita Timson
St Matthew's Bloxam



