



Sherburn High School

Headteacher: Ms Miriam Oakley

Garden Lane, Sherburn In Elmet, Leeds, LS25 6AS

Tel: 01977 682442

Web: www.sherburnhigh.co.uk

Email: admin@shs.starmat.uk



Dear Parents/Carers,

Spotlight on Attendance:

We are writing to you today to emphasise the crucial role of regular school attendance in your child's academic and personal development. Consistent attendance is a cornerstone of a positive learning experience and sets the stage for future success.

Why is good attendance important?

- **Academic Achievement:**
Regular attendance ensures students don't miss out on vital lessons, activities, and learning opportunities, allowing them to build a strong foundation of knowledge and skills.
- **Social and Emotional Well-being:**
School provides a supportive environment for students to interact with their peers, develop friendships, and build confidence.
- **Developing Responsibility:**
Being on time and present every day teaches students valuable life skills such as punctuality, responsibility, and accountability, which will benefit them throughout their lives.
- **Preparing for the Future:**
Consistent attendance helps students develop the habits and skills they need to succeed in higher education and the workplace.

Our Attendance Policy:

We encourage 100% attendance for all students, but we understand that there may be times when absence is unavoidable. We classify absences as either authorised or unauthorised. Authorised absences include those due to illness, medical appointments, or other exceptional circumstances with prior notification and approval.

Unexcused absences, such as family outings during term time or other non-essential reasons, will be recorded as unauthorised.

What you can do to support good attendance:

- **Ensure your child arrives on time:**
Encourage your child to develop good morning routines to ensure they arrive at school before the start of the school day.
- **Communicate with the school:**
If your child is unwell or needs to be absent, please inform the school as soon as possible.
- **Address any concerns:**
If you have any concerns about your child's attendance or well-being, please do not hesitate to contact your child's Head of Year or alternatively use the Tell Us function on the website or contact our safeguarding lead, Mrs Marsh directly.

We believe that by working together, we can ensure that every child has the opportunity to achieve their full potential. Thank you as always for your on-going support
Kind regards,

Miriam Oakley
Headteacher

