



St Mary's Catholic Primary School

Educate Protect Love Serve



Barn Lane, Bodmin, Cornwall, PL31 1LW

Tel: 01208 73218

Executive Headteacher: Mrs Alison McDonald

Website: www.st-marys-bod.cornwall.sch.uk

Twitter @StMarysBodmin

DATE

Our Ref: PSA/1

Parent Name

Address

Dear Parent

Re: School Attendance – Pupil

As part of our school policy we monitor all pupils' school attendance on a regular basis. It has come to our attention that **Pupil** attendance has fallen below 95%. The national average for school attendance is 96%. **His/Her** attendance has now dropped to **XX%**.

I have enclosed a copy of **Pupil's** attendance for your information. Such a large number of absences will only serve to be detrimental to **his/her** development, learning and achievement.

The Law is clear that it is the responsibility of the parents/guardians of children in their care to make sure that they attend school. If the parents or guardians fail to ensure full and regular attendance, they can be prosecuted under the 1966 Education Act which could incur potential fines.

We clearly want to avoid this happening. Should your child be experiencing difficulties with schooling, please contact the school for an appointment to discuss the matter. I am available to support you with any worries or concerns regarding attendance or any other difficulties you may be experiencing. I can be contacted on 01208 73218, alternatively email pastorallead@st-marys-bod.cornwall.sch.uk.

Yours sincerely,

Mrs A Cox
Parent Support Advisor

Enc Attendance Report

