



19<sup>th</sup> February 2024

Dear Parent/Carer

**Re: Attendance Matters– Is my child too ill for school? NHS**

As a school we want to work with parents/carers to ensure that every child's attendance is as high as possible, as there is a clear link between attendance, progress and wellbeing.

The NHS have produced clear guidelines to be used by schools and parents/carers which advise when children should be kept off school and when they shouldn't. As a school, we will be referring to this guidance to determine if we are able to record absences as authorised or unauthorised. You can find this information using the link below and it can also be accessed on the attendance page of our school website. We hope you find this information useful.



**Is my child too ill for school?**

[Is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk)

Further to this, and as outlined in appendix 2 of our student attendance policy, we will not ordinarily authorise mental health absences unless parents/carers and students are following up on support offered.

If you do feel that your child is too unwell for school, it's vital that you phone the school to let us know that your child won't be in and provide the reason. We ask for these calls to be made before **8.30am**.

We thank you in advance for your continued support and please do not hesitate to contact us, if we can support in any way.

Regards,

Lee Wilson  
Assistant Head: Learner Support and Lead DSL

Christine Waite  
Attendance Officer