



Dear Parent/Carer,

**Re: The importance of excellent attendance at Prince Henry's**

We are delighted that your child will be joining us at Prince Henry's Grammar School in September 2026. We look forward to working with you to ensure they make the very best progress and enjoy a successful, happy start to life at PHGS.

A key element in securing excellent academic outcomes and strong personal development is **exceptional attendance**. At Prince Henry's, our minimal attendance expectation for all students is **97%**, which means no more than **six days of absence** across the full academic year.

Research consistently demonstrates that students with high level of attendance achieve better outcomes, develop stronger routines and have greater access to the exceptional opportunities that we offer as a school. These opportunities, both within and beyond the classroom, help students grow into confident, well-rounded young people who are ready for life beyond school.

To help you understand our attendance procedure, we have included our **Attendance Leaflet** and our new **CLT Attendance and Punctuality policy**. We would encourage you to read these documents carefully before your child joins us in September.

We value the important role that parents and carers play in supporting attendance and look forward to working together to ensure your child has the best possible start to their secondary education.

Should you have any questions or require support, please do not hesitate to contact us.

Yours faithfully,

Mr L Wilson

Assistant Headteacher: Safeguarding and Wellbeing

Miss C Waite

Attendance Officer