



A Place to Grow

As part of Perry Hall Multi-Academy Trust
Company Number - 08566185

Perry Hall Primary School

Colman Avenue
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Executive Head Teacher

Mrs A Cheema

Head Teacher

Miss R Kohli

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Thursday 8th February

Dear Parents/Carers,

As you are aware, ensuring your child attends school every day is very important. It is school policy that we keep you informed of how we monitor attendance. At Perry Hall we monitor, together with the Education Welfare Office, any child whose attendance falls below 96%.

If your child's attendance is below 96% we will now require medical proof of any illness. Any of the following are acceptable as proof:

- Any medication taken at home for this illness (prescribed or not)
- A GP appointment card (name/date/time clearly stated)
- A prescription
- A hospital Letter/appointment letter.

Without one of the above, your child's absence will not be authorised and will be recorded as unauthorised.

Can I also take this opportunity to remind you that if your child is not able to attend school, you must inform school before the start of the school day for each day your child is absent. If we do not hear from you, we may carry out a welfare visit to your home.

Thank you for your continued support

Miss Kohli

Head Teacher

