



## Hall Green School An Academy

2 November 2022

Dear parent or carer

Please find attached a letter from the local authority reminding all parents and carers of the importance of good attendance in school.

I would like to take the opportunity to update you on a few details regarding attendance.

Following new government guidelines, the morning register must close at the end of the first period of the day (at 9:45). This means that if your child arrives in school after this time, they have to be marked as “U”, which counts as an absence.

Please inform the school of the reason for absence in the morning of the first day of absence and please make every effort to arrange routine medical appointments outside of school hours. Where medical appointments within school hours are unavoidable, please ensure that your child returns to school as soon as the appointment is over. This will improve their overall attendance figure as they can be registered for the afternoon session.

Please do not take your child out of school during term-time for a holiday. Government guidelines around this have been tightened. Leave of absence can only be authorised in advance and in exceptional circumstances. In addition, the minimum number of days, after which fines will be issued, has been reduced.

As you will be aware, the progress shown by last year’s year 11 group was significantly above the national average. Recent data has shown that attendance at Hall Green School was also above national average last year, which has been a major factor in helping our pupils to achieve the outcomes that they did.

Thank you for your ongoing support in all of these matters.

Yours sincerely

Mr A Simson (Deputy Head Teacher)

Hall Green School is a company limited by guarantee. Registered in England & Wales. Registered Number 7892732.  
Registered Office: Southam Road, Hall Green, Birmingham B28 0AA Headteacher: Miss K Slater Tel: 0121 628 8787  
Email: [enquiry@hallgreen.bham.sch.uk](mailto:enquiry@hallgreen.bham.sch.uk) [www.hallgreen.bham.sch.uk](http://www.hallgreen.bham.sch.uk) Twitter @HallGreenSch