



Shadwell Primary School
Main street
Shadwell
Leeds
LS17 8JF



Tel: 0113 2732729
Fax: 0113 2329153

www.shadwell.leeds.sch.uk

Parent/Carer of ***
Class 1

Dear Parent/Carers,

Please find below, in accordance with the Bramham & Shadwell Federation Attendance Policy, your child's attendance figures from 7th September 2015 to 18th July 2016.

*** **has achieved 96.88%.**

| | | | |
|--------------|----------|------------------------------|------------------------|
| GREEN | - | Excellent attendance | 97% and above |
| AMBER | - | Borderline Attendance | 94% to 96.9% |
| RED | - | Poor Attendance | 93.9% and below |

Congratulations to all those children who have reached the national requirement of 97%.

As a school we understand that every child has individual needs and that attendance can be affected by many factors. If your child's attendance is below the national requirement you may be asked to attend school to meet with the attendance team to discuss how we can help.

Sometimes your child may need to stay at home, and on these occasions it is important you contact the School Absence Line by ringing **01132732729 option 1** and leaving your child's name, class, reason for absence and expected day of return.

We would encourage all families to read the Federation Attendance Policy (available online) and if they have any questions about their child's attendance they should contact our Attendance Officer, Mrs Sandal.

Thank you

Sarah Richards
Executive Head Teacher



Bramham Shadwell Federation
Tel: 0113 2732729 Fax: 0113 2329153
Executive Head Teacher; Mrs S Richards BSc (Hons) PGCE

