



Monday 8<sup>th</sup> September 2025

## Attendance Expectations

Dear Parents and Carers,

Good attendance and punctuality remain a top priority for Wessex Multi-Academy Trust and St Osmund's CE Middle School. We share parents' and carers' views in wanting the best for your child and we look forward to working in partnership with you through the year ahead.

We work hard to ensure that your child is supported in school to feel safe, to be the best they can be, and to develop a sense of belonging both with their peers and as part of their wider school community. Regular attendance really does matter.

We recognise that on occasion children might experience illness or have exceptional reasons preventing regular attendance. We will work with in such circumstances to ensure that any identified barriers are discussed so that we can best support your child's wellbeing and education.

As a parent/carer it is your responsibility that your child attends school each day. We are here to help if you are experiencing any difficulties affecting your child – please speak with your child's tutor as soon as you are able. As parents/carers you can best support your children to secure regular attendance and punctuality by:

- Making sure your child attends school every day, unless there is an exceptional reason preventing this. Please contact school by 08:40 to report an absence.
- Arriving at school on time every day by 08:30
- Arranging dental and medical appointments outside of school hours where possible
- Informing the school if your child is too unwell to attend. Please contact the school on each day of absence to inform us. This can be done by either telephoning the school, email: [absence@stosmunds.wessex.ac](mailto:absence@stosmunds.wessex.ac) or by leaving a telephone message on the school office absence line. Alternatively, you can visit our website and use the yellow 'report an absence' link on the homepage.

To assist parents in deciding whether their child is too ill to attend school, the NHS have produced a weblink you mind find useful: [is my child too ill for school? - NHS \(www.nhs.uk\)](https://www.nhs.uk)

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Leadership Team  
Mr S Beet BA  
Mrs C Carter-Miles BSc NASENCO  
Mrs S Farmer BA NPQSL  
Mrs C Minhinick BEd NPQSL  
Mrs R Golledge DSBM  
Mrs L Staddon BA NPQSL



- Taking holidays during school holiday periods only
- Attending parents' evenings and school events
- Discussing any problems or difficulties with the school as soon as they arise – staff are here to help

Our attendance policy is available to read on our school website: <https://www.stosmunds.wessex.ac/parents/attendance> This explains how we monitor attendance and follow up absence. If you have any questions or concerns at all your first point of contact would be your child's Form Tutor.

Yours sincerely,



Mr G. Biddle

Head of School

St Osmund's CE Middle School

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 St Osmund's CE Middle School A Church of England Academy  
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