

October 2021

Parent/Guardian of

Dear Parent/Guardian

We have recently completed our attendance report for the first half term. The report has highlighted all students who achieved less than 90% actual attendance. Actual attendance is when students are physically present in the lesson, engaged in remote live lessons or engaged in remote lesson activities.

We realise that we may have already contacted you about our concerns regarding attendance and in other cases we are aware of issues which may explain this level of absenteeism (for example sickness), we have discounted those students who have been asked to self-isolate. However, we feel that it is important to send this standard letter to the parents/guardians of all those students highlighted by the report to ensure you are aware of the situation and of the potential impact of absence on learning.

We know it is early days and that a couple of absences can have a disproportionately negative impact on overall attendance levels. However, we are very much aware there is a close correlation between excellent attendance and positive student outcomes. Our aim behind sending this letter is to encourage your young person to do all they can to ensure that over the coming months they attend all lessons and complete all tutor group tasks.

Please do not hesitate to contact the personal tutor, in the first instance, with regard to your young person's progress here at college, should you wish to do so. Alternatively, please see the notice below* about whole college consultation evenings.

Yours faithfully

Michelle Harvey
Director of Student Support Services

Remote parent / carer consultation evenings year 13s.

This month we have three evenings set aside for **Year 13 parent / carer consultation evenings** (4th and 8th and 16th November). You can book a consultation evening appointment on the booking page from the college website <https://bilboroughcollege.schoolcloud.co.uk/>

Any problems, please send your request to consultation.evening@bilborough.ac.uk or telephone the college.

We may invite some parents of **Year 12 students with particular concerns** along to the remote Year 13 consultation evenings, rather than waiting for the Year 12 consultation evenings in January. If the personal tutors think it would be particularly beneficial for parents to attend, then they will be contacting individual parents nearer the time.