

Dear Parents and Carers,

I am hoping you will be able to help me when requests for absence during term time are made. All pupils are expected to attend school for 190 days during the academic year. Inevitably life events mean this is not always possible e.g. Illness. There may also be occasions where exceptional events mean a family will request that their child be absent from school. School is fully supportive of such times but there are clear steps that school must follow. Attendance Officers, the Local Authority and School Inspection Teams (Ofsted) will carefully examine whether school has followed these steps. I am asking that if you feel you need to make a request for absence during term time you present a letter to school that clearly explains:

1. The dates of the absence,
2. The reason for the absence and the exceptional circumstances.

Without this information I am unable to authorise any absence. The absence, if taken, will be **unauthorised** and a family may be at risk of receiving a fixed penalty notice. This is not something I wish to do as it risks damaging the relationship between school and home. However, I cannot ignore my statutory duties.

In making the decision to support absence requests school takes into account a pupil's attendance record, the progress they are making with their education and wider skill sets and whether any other absence requests have been made. If circumstances are exceptional we will always look to support. Previously school has supported requests for:

1. Family Weddings.
2. Family Funerals.
3. Graduation ceremonies.
4. Travel to 'The Gambia' as a member of a Charity organisation building schools for local children.
5. Travel to 'Vietnam' sponsored by a Charitable organisation.

Thank you in advance for being able to support my request.

Our residential provision is inspected by Ofsted annually. The latest inspection took place during 14-16th March, 2022. The report cannot be made public until it has passed a number of checks. I received an e-mail from Ofsted that the report can now be published. The summary judgements were that:

Overall experiences and progress of children and young people, taking into account **good**

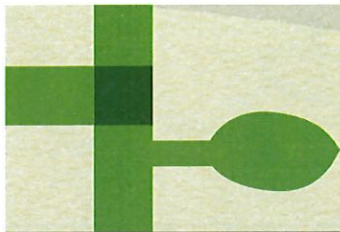
How well children and young people are helped and protected good

The effectiveness of leaders and managers good

The residential special school provides effective services that meet the requirements for good.

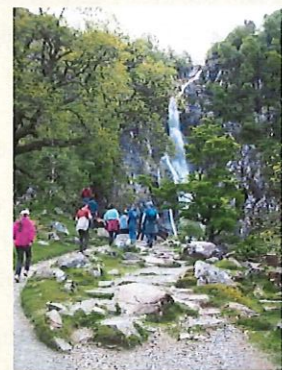


Headteacher: Mr M. McCann



A copy of the report is available on the school website. School has been quick to focus on the areas it needs to develop in order to fulfil our ambition to gain an Outstanding judgment.

Good luck to our Sixth Form leavers - some of who have decided to access the week of Outdoor Adventure activities at The Conway Centre, Anglesey next week. This is a tradition for our leavers that goes back a number of years. It provides an opportunity for pupils to pull together and further develop the skills that will enable them to build on their success at Greenbank as they leave school to face new opportunities and challenges – Dare I say it ‘The weather forecast looks promising’.



Wishing everyone a good weekend.

Yours faithfully,

Mr McCann
Headteacher



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