



Teesdale School & Sixth Form Centre

Teesdale School and Sixth Form Centre
Prospect Place
Barnard Castle
County Durham
DL12 8HH

01833 638166
office@teesdaleschool.co.uk
www.teesdaleschool.co.uk

Dear Parents/Carers

RE: Important Attendance Changes

We are writing to inform you about significant updates to the attendance guidelines, introduced by the Department for Education (DfE), which will take effect from 19th August this year. These changes are important as they may impact some families, and we believe it's crucial to keep you thoroughly informed.

The new guidelines involve a revision of the criteria for issuing penalty notice fines. Under the new rules, fines will now be considered when a student has accumulated 10 sessions (equivalent to 5 days) of unauthorised or irregular attendance within any rolling 10-week period. This adjustment is aimed at ensuring better attendance and minimising disruptions to the educational process.

To help you understand these changes better, we have included a leaflet that explains the new attendance criteria in more detail and highlights the potential costs incurred due to non-compliance.

We encourage all parents to familiarise themselves with these new guidelines and to ensure that their children maintain regular attendance to avoid any penalties.

We understand that there may be times when attendance is challenging. If you have any concerns regarding your child's attendance, please do not hesitate to contact your child's learning manager in school or the attendance manager. We are here to support you in any way we can to ensure your child can attend school regularly.

It is crucial that where families are requesting a Leave of Absence (LOA) that this is done in advance as schools are unable to approve any LOA retrospectively. It is also important to note that schools are advised that LOAs can only be granted in extreme circumstances.

Your support in working with the school to ensure excellent attendance is greatly appreciated. Your commitment to your child's attendance is invaluable in ensuring they take full advantage of the educational opportunities at Teesdale School.

Thank you for your cooperation and dedication to your child's education. Should you have any questions or need further assistance, please do not hesitate to reach out to us.

Kind regards

Keighly Finnigan
Attendance Manager