



21st November 2025

Dear Parents and Carers,

As the colder months approach, we often see an increase in common illnesses such as colds, coughs, and flu. To help keep our students healthy and learning, we'd like to share some important reminders:

1. Encourage Good Hand Hygiene

Regular handwashing with soap and warm water, especially before eating and after using the toilet, is one of the most effective ways to stop germs spreading.

2. Catching Coughs and Sneezes

Please remind your child to cover their mouth and nose with a tissue or the inside of their elbow when coughing or sneezing, and to dispose of tissues immediately.

3. Rest, Recovery, and Attendance

It's normal for students to feel a little tired during the winter months. Whenever possible, encourage attendance even if they have mild symptoms such as a slight cough or cold. If your child is genuinely unwell (e.g., high temperature, (38°C) and above, vomiting), they should remain at home and seek medical advice.

4. Reporting Absences

If your child is absent due to illness or a medical appointment, please notify the school as soon as possible. Where possible, provide evidence for absences related to medical treatment or appointments.

5. Flu Vaccinations

The NHS recommends flu vaccinations for eligible children. If your child is eligible, please contact your GP to arrange the vaccination.

Headteacher: Sarah Cox, BA (Hons)

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6. Supporting Good Attendance

We understand that maintaining regular attendance can sometimes be challenging. Our school offers pastoral support to help students attend regularly, including:

- Guidance and support from the pastoral year teams for wellbeing or personal challenges.
- Guidance and support from the school nurse providing expertise to support student resilience and school counselors to assist well-being.
- Regular updates and communication about your child's attendance.
- A range of incentives to reward students for good an improving attendance.

7. Mental Health and Exam Stress

As we approach assessment periods, some students may feel anxious or stressed. Encourage open conversations at home and remind them that support is available in school. Our pastoral team and school counsellors are here to help. If you have concerns about your child's wellbeing, please contact us.

Attendance Expectations and Legal Responsibilities

The Department for Education (DfE) expects all students to attend school regularly and aims for every child to achieve at least 96% attendance or higher. All schools monitor attendance using DfE benchmarks:

Category	Attendance Percentage
Green (Good Attendance)	96% – 100%
Amber (Cause for Concern)	91% – 95%
Red (Persistent Absence)	90% and below

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Children who fall below 90% attendance are classified as persistently absent, which can significantly affect their learning progress, social development, and wellbeing. Please be aware that persistent unauthorised absence may lead to fines or legal action under DfE guidance.

Attendance is a number one priority and as you will be aware from previous communications, the Aquinas company have joined the Appleton School this year to encourage and support all student attendance to reach the government target of at least 96%.

As message for our students, every day in school is a step toward your future success. Attendance matters, not just for grades, but for friendships, opportunities, and personal growth. Let's make this term count!

Thank you for your continued support in helping us maintain a healthy and successful school environment.

Best regards,



Jonathan Gill
Assistant Headteacher

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