Waverley School
311 Yardley Green Road
Bordesley Green East
Birmingham
B9 5QA

Tel: 0121 566 6600
Fax: 0121 566 6601
Email: enquiry@waverley.bham.sch.uk
Web: www.waverley.bham.sch.uk

Waverley School
Learning through diversity
Humanity, Equality, Aspiration, Respect

2 November 2026

Dear parents and carers,

Welcome back after half term. I hope your family had a restful break. As we start the new half term, I want to share why attendance matters, what we expect from students and families, and how we will support you.

Research from the Department for Education shows a clear link between attendance and results. Students who missed no school were more than twice as likely to achieve a grade 4 or above in English and Math's GCSE as students who were persistently absent: 84% compared with 36%. Its most recent research found that every 13 days missed between Year 7, and Year 11 is linked, on average, to around one grade lower at GCSE.

Our target is for every student to attend at least **97%** of the time. The habits students build now shape their success, and every day in school helps your child to:

- **Learn.** Lessons build on what came before, so regular attendance stops gaps from growing.
- **Grow in confidence.** Being present helps students follow routines, take part and ask for help.
- **Belong.** Daily contact with teachers and friends helps students feel part of school life.

Small losses of learning time add up quickly. Just 19 missed days over a school year takes a student down to 90% attendance, which is classed as persistent absence. Lateness matters too. Being 5 minutes late every day adds up to 3 days of lost learning over a year. Being 15 minutes late adds up to 10 days, and 30 minutes late adds up to 19 days, which is almost four weeks of school.

Attendance of 97% or above is strong. At 95–96% it becomes a cause for concern, at 93–94% there is a risk of underachievement, and at 90–92% that risk becomes severe.

To celebrate students who show up, today we launch **Attendance Streaks**. Every week with every session attended adds to your child's streak, from Spark (1 week) up to Legend (12 weeks).

What we expect from students

- Arrive in school **by 8:30am** every day, ready to learn, correct uniform, bag, planner and equipment. Registration starts at 8:45am.
- Attend every timetabled lesson on time, and do not leave a lesson or the school site without permission.
- Students arriving after 8:35am are marked late. Lateness without a valid reason leads to a 30 minute after school detention, and 60 minutes for repeated lates. Both are served the same day.
- The morning register closes at **9:15am**. Arriving after this is recorded as an absence and leads to a 60-minute detention.
- If something is making it hard to come to school, speak to a tutor, teacher or the pastoral team. This will be handled sensitively.

What we expect from parents and carers

- Make sure your child attends every day, on time, and stays for the whole school day.
- If your child cannot attend, **call us before 8:30am on the first day** and give the reason. Please call each morning after that unless you have given us a doctor's note.
- Book medical and dental appointments outside school hours wherever possible. If an appointment cannot be moved, tell us in advance, share evidence, and send your child in before and after it.
- Do not take holidays in term time. The principal can only authorise leave in exceptional circumstances, and a request must be made before any arrangements are booked.
- Respond promptly if we contact you about an absence, and work with us if attendance becomes a concern.

We will notice patterns quickly, listen to understand any barriers, and agree support with you. If anxiety, health, transport or anything else is affecting your child's attendance, please tell us early. We can only help with barriers we know about.

Thank you for your support. **Every day. On time. Ready to learn.**

Yours sincerely,

Zafran Khan

Vice Principal

Contact the attendance team

- **Phone:** 0121 566 6600 (please call before 8:30am to report an absence)
- **Email:** wav_attendance@waverley.bham.sch.uk

Waverley School
Learning through diversity