



# Morton Academy

The best in everyone™

Part of United Learning

RMCG/KRE

19<sup>th</sup> April 2022

Dear Parent/Carer

## Online Parent Meeting on Wednesday 27<sup>th</sup> April 2022

I am writing to inform you of an opportunity for all parents to join me on an online meeting on Microsoft Teams at 5pm on Wednesday 27<sup>th</sup> April. I wanted to be able to speak to as many of you as possible to talk to you about some of the small changes planned for September 2022 to get your views and feedback. There is a link available on the academy website for you to join. The presentation will be recorded if you can't make it. The two main areas of change will be our plans to adapt the academy day based on your feedback, student feedback and staff views. We would like to move Tutor Time to the start of the academy day so we can deal with any issues before learning begins but this will have an impact on how we do break and lunch and might require us to consider lengthening the academy very slightly. I will follow up the presentation with a letter to confirm our proposals.

The second main change is that the Academy is launching a new attendance initiative. We have revised our procedures and will be working with you to improve attendance and punctuality. This is because research has shown regular attendance and good punctuality are crucial factors in students achieving their full potential. Morton Academy is committed to providing a full and efficient education to all, and encouraging our children to strive for excellence. Therefore, for a student to reach their full educational achievement, a high level of attendance is essential.

The target attendance figure for all students is a minimum of 97% attendance. Based on current attendance figures your child will be placed in one of the following groups below. Your child will be informed of their Attendance Group.

### Group 1: No Concern - Green Group

The child attends for 97% - 100% of the time.

### Group 2: Concern - Yellow Group

The child attends for 95% - 96.9% of the time.

### Group 3: Risk of Underachievement – Amber Group

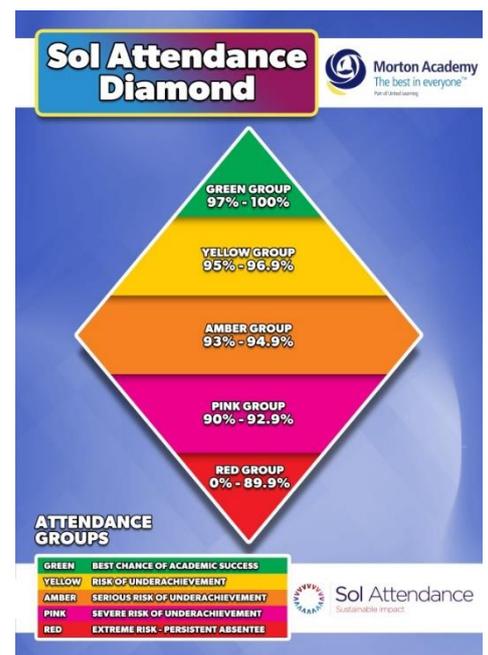
The child attends for 93% - 94.9% of the time.

### Group 4: Severe Risk of Underachievement – Pink Group

The child attends for 90% - 92.9% of the time.

### Group 5: Extreme Risk of Underachievement – Red Group

The child attends for 0% - 89.9% of the time.



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Regular attendance is not just a legal requirement, but it is vital for students to maximise their learning, and achieve full potential. There are a number of important steps that you can take to ensure your child maintains a high level of attendance:

- Ensure your child attends every day, on time, equipped and ready to learn.
- Ensure the Academy has up-to-date addresses and telephone numbers. We will contact you by text or by telephone if your child is absent and you have not contacted the Academy. This ensures that truancy is quickly identified.
- If your child is ill, contact the Academy and provide an explanatory note on their return to the Academy. Please make sure you telephone the Academy every day your child is absent.
- If you wish to check that your child has arrived at the Academy contact the Academy office. They will inform you if your child has been registered.

If no contact is received regarding the absence, it is recorded as unauthorised. Ultimately the Academy is responsible for deciding if the absence is acceptable or not. Only genuine absence will be authorised. You will be asked to provide medical evidence if your child has a poor attendance record.

- Ensure that medical appointments are made outside of Academy time.
- Avoid trivial absence such as, 'buying new shoes'. This would not be accepted as a reasonable absence.
- Holidays should not be taken in Academy time. Holidays will not be authorised during term time.
- Respond to Academy letters or telephone calls regarding attendance and punctuality.
- Contact your child's Tutor if you are experiencing difficulty in getting your child into Academy.

The presentation on Wednesday will go through this more thoroughly but also offer you the opportunity to ask questions of how the system will work in practice.

I hope all parents and students have a lovely weekend.

Yours sincerely

Richard McGuire  
Executive Principal

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