



Sixth Form Attendance Expectations

'Without attendance, achievement is limited'

Attendance Focus and Processes:

- Students are expected to attend all tutor sessions, assemblies, lessons, study periods and curriculum engagement sessions.
- Students should aim for an attendance target of 95%.
- All students must be in tutor time, PSHCE and assembly each week.
- Leaving the site is not allowed without permission.
- In the case of illness or emergencies, absences should be reported to school by home on the same day.
- For other absences, these should be reported to the Sixth Form Head of Year in advance.
- It is the discretion of the Head of Year to agree to additional absences.
- Holidays, driving lessons, paid work and similar events will not be authorised.
- Educational visits, open days or community and sporting activities and religious events will be authorised with advance notice, but should take place at weekends where possible.

Attendance Support:

- Discuss the concerns with your tutor or pastoral team.
- Always catch up on the work you have missed.
- Persistent absences will result in home/school meetings.
- Attendance reports will be used to monitor specific concerns about attendance and lateness.