



Ysgol Gymunedol Cefn Hengoed Community School

Heol Caldicot Road, Winch Wen, Abertawe/Swansea, SA1 7HX

Pennaeth - Mr C Bale – Headteacher

Dirpryw Bennaeth - Mr L Harrington – Deputy Headteacher

Prifathrawon Cynorthwyol - Mrs L Morgan/Mrs J James – Assistant Headteachers

Cyfarwyddwr Cyllid/Masnachau - Mrs G Price – Finance/Business Manager

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March 2024

Dear Parent/Carer

We have 5 teaching days left before the Easter holiday starts for your child. The last day of term is **Friday 22nd March**. I have previously written to you regarding the importance of regular school attendance.

Cefn Hengoed Community School recognises the crucial role that parents play in promoting good school attendance. **Please send your child to school every day this week. When school finishes for Easter, your child will have 17 days off before they return on Tuesday 9th April. Monday 8th April is an INSET day.**

During the coming week, lessons will run as normal so it is vitally important for your child to attend. On Tuesday, we have Year 10 Parents' Evening. Then, on Thursday at 6.00pm, we are hosting our annual KS4 GCSE Help Your Child Revise evening. Also, on Friday, we will be giving your child the opportunity to visit the brand new Sports Barn facilities prior to the official opening in the Summer term.

Please remember that if you wish to take a holiday later in the summer term your child must have 95% attendance otherwise I cannot authorise a term time holiday absence. Sending your child to school every day over the next 5 days will help them reach the target of 95%.

| Your Child's Attendance % | National Guidelines |
|---------------------------|---|
| 100% - 95% | Optimum chance to achieve well. Your child is taking full advantage of every opportunity. |
| 94.9% - 90% | Satisfactory, although your child may have to spend time catching up with work they have missed. |
| Below 90% | Cause for Concern: 1. Your child may be at risk of underachieving. 2. Your child may need extra support from you to help catch up with missed work. Your child may be missing out on a broad and balanced education. |



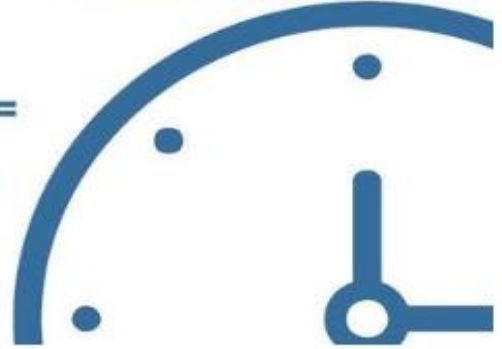
 **98% Attendance = 4 days absent from school**

 **95% Attendance = 10 days absent from school**

 **90% Attendance = 4 weeks absent from school**

 **85% Attendance = 5½ weeks absent from school**

 **80% Attendance = 7½ weeks absent from school**



Yours faithfully

Headteacher