



Dear Parents / Carers

My name is Mark Oliver, and I would like to introduce myself as the school's new attendance officer. I am delighted to be working here as part of the team.

My role in school is to monitor and support attendance, and I will be doing this through working in collaboration with yourselves, the class teams, the pupils themselves and the local authority. As you will know, all children have a legal right to access education and parents have a responsibility to ensure their child attends as much as they are able.

Reasons for absence are varied and as a school we fully appreciate this and will do what we can to support when a child is not accessing school, including engaging with external agencies where appropriate.

I am very much looking forward to working with you.

If you would like to get in touch with me please do call on 0191 2161811 or email mark.oliver@percyhedley.org.uk. I will also be available to speak to parents during drop off and pick up times.

Yours sincerely

Mark Oliver
Attendance Officer

