

17th September 2021

Dear Parent/Carer,

We at Oasis Academy Skinner Street are committed to improve your child's attendance. Studies have shown that in order for your child to reach their full potential, both academically and socially, regular attendance at school is essential.

The Academy/School, in conjunction with Medway Council Attendance Advisory Service for Schools and Academies (AASSA) will monitor your child's attendance. In the event that your child incurs 10 sessions of unauthorised absence in a six school week period a referral will be made to AASSA and a Penalty Notice will be issued to each parent/carer. You will receive a £60 fine, increasing to £120 if not paid within 21 days. Failure to pay the fine will result in a court prosecution for your child's non-school attendance.

10 SESSIONS OF
UNAUTHORISED ABSENCE
WITHIN SIX SCHOOL WEEKS

REFERRAL TO AASSA
PENALTY NOTICE ISSUED
TO EACH PARENT/CARER

FAILURE TO PAY COURT
PROCEEDINGS UNDER
SECTION S4441

We sincerely hope that you will work with us to continue to improve your child's attendance in order that they achieve their academic potential and enhance their future prospects.

If you would like to discuss this further please do not hesitate to contact us.

Yours sincerely

Miss Allen

Attendance Officer

Principal – Mrs V Richmond

Skinner Street, Gillingham, Kent, ME7 1LG

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www.oasisacademyskinnerstreet.org