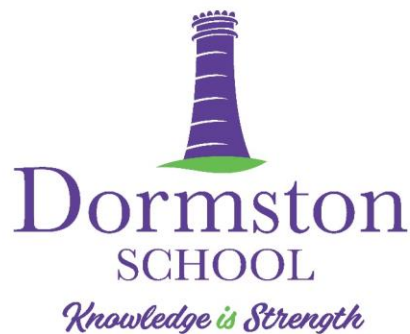




Our Ref: JWS/KON

September 2025

ALL YEAR 9 PARENTS/CARERS

Dear Parents/Carers

I am writing to you regarding attendance and punctuality in Year 9. While this message may not apply to your child specifically, it is important that all parents/carers are aware of the standards and expectations we hold - especially during this crucial stage of your child's education.

Year 9 marks the final year of Key Stage 3 and is a vital time as students begin preparing for their GCSE options. To make the most of their learning opportunities, it is essential that students attend regularly and arrive on time. Unfortunately, there have already been more absences this term than normally expected.

Illness and unforeseen circumstances do occur, but even a single day of absence can affect progress. Parents/Carers are therefore asked to avoid non-essential absences wherever possible. Please note that if your child has been unwell, they may return to school as soon as they are no longer being sick - there is no requirement to wait 48 hours unless advised by a doctor.

When a student sustains an injury, whether in or outside of school, staff are happy to support their safe return. This may include accommodating the use of crutches or other aids and carrying out a tailored risk assessment to ensure learning continues comfortably. Thank you to those parents/carers who have already worked with us in this way.

Resilience - one of our core values - is also encouraged. Minor ailments such as headaches or colds can often be managed with appropriate medication, and students are encouraged to attend and give learning a try. Similarly, if a student has experienced a fallout with a friend, this is not a reason to stay off school. The only way to resolve such issues is by attending and working through them with the support of staff if needed.

Concerns have also been raised around punctuality. A number of students have arrived late, often citing traffic delays or responsibilities for younger siblings. While mornings can be challenging, these are not valid reasons for lateness. Arriving on time is an important part of being prepared for learning, and morning tutor time, including PSHE sessions and key school messages is an essential part of the day.

Every student should be aiming for 100% attendance, or as close to this as possible. With continued support from home, improvements in both attendance and punctuality can be achieved. Working together, we can ensure that every Year 9 student is set up for success this year and beyond.

Thank you, as always, for your support.

Yours sincerely

Mr Wilkes

Mr Wilkes
Year 9 Year Leader



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