

Our ref: AES/LTi

31<sup>st</sup> March 2022

Dear Parent/Carer

I am writing to inform you about the support we offer students to catch up with their learning if they are absent from school. We really value the importance of catching up with any missed learning, as this will help your child continue to make good progress across the year.

If your child is absent from school through illness, then our website will provide all of the resources needed to help signpost your child where to go for each subject they have missed. Your child will have 5 school days on their return to catch up with their missed learning.

When your child returns to school they will need to do the following:

- Collect a catch-up card from reception
- Complete the card and get their teachers to sign it once they have completed the work
- Ask their tutor to sign their catch-up card to confirm they are up to date

There is a short video on our website which shows this in more detail. I have also enclosed the catch-up information sheet, which each student has access to in order to catch up with their missed learning. You can find all of these resources under “Catch up work” which can be found in the “Curriculum” menu on our website.

If you or your child have any questions or concerns about their catch-up work, then please do not hesitate to contact their teachers and their learning family tutor in the first instance.

Yours sincerely,



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