

Children's Services
Executive Director: Jo Fisher

Children's Services
Hertfordshire County Council
CHO 126
Farnham House, Six Hills Way
Stevenage, Herts SG1 2FQ
www.hertfordshire.gov.uk

Dear Parents and Carers,

Re: The Importance of Regular School Attendance

I hope this letter finds you well.

At Hertfordshire County Council, we are committed to ensuring every child receives a high-quality education. A key part of this is regular school attendance, which plays a vital role in your child's academic progress, personal development, and future opportunities.

While we understand that children may occasionally be unable to attend due to illness, frequent absences can lead to them falling behind their peers—both academically and socially.

Why Attendance Matters

Attending school regularly helps children to:

- Achieve stronger academic outcomes
- Build friendships and develop social skills
- Strengthen emotional wellbeing and resilience
- Establish positive habits for future education and employment
- Engage fully in school life and activities

Our Commitment to You

In Hertfordshire, we are dedicated to working with families to remove barriers to regular attendance wherever possible. We recognise that challenges may arise, and we are here to support you and your child.

Key Expectations

We ask that all families support the following expectations:

- Children attend school every day it is open, unless they are unwell or have a valid statutory reason
- Children arrive on time and ready to learn
- Families follow the school's attendance policy
- Parents/carers notify the school promptly when their child is absent unexpectedly
- Medical appointments are scheduled outside of school hours where possible
- Requests for leave of absence are made in advance and only in exceptional circumstances

How You Can Help

You play a crucial role in supporting your child's attendance. You can help by:

- Encouraging daily, punctual attendance
- Communicating with the school about any concerns or barriers
- Engaging with any support offered to avoid the need for more formal interventions

If you have any concerns or need support, please contact your child's school in the first instance. Schools are here to work with families to ensure every child can thrive.

For further resources and support, please visit:

- [Families First](#)
- Hertfordshire SEND Local Offer

Thank you for your continued support and cooperation.

Yours sincerely



Tony Fitzpatrick
Director, Education