Twin Oaks Primary School
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14th October 2026

Dear Parents and Carers

As I am sure you are very aware, we are working hard to improve our children's attendance at school.

At last week's governors meeting, the governors approved our new attendance policy which you can read on our website here: https://www.twinoaks.lewisham.sch.uk/Our-School/Policies/
We are aware that this is a really long document, so to help out, we have created a handy summary which is attached to the email with this letter.

One key thing to remember is that if your child has an unavoidable medical appointment during school time they should be coming to school before the appointment and returning to school as soon as the appointment is over. This way children don't miss out on what is going on in class. It is very rare that an appointment will take up the whole of the school day.

Year 6 have really made big improvements with their attendance this year and are setting the standard for everyone and are consistently hitting the 97% target every week!

Class attendance percentages for the year so far look like this

Year Group	Attendance this term
Reception	95.14%
Year 1	95.2%
Year 2	95.26%
Year 3	95.97%
Year 4	95.49%
Year 5	93.3%
Year 6	97.68%

Let's see if every class can match Year 6 …..!

Please do not hesitate to speak with us if you are worried about your child's attendance. We are here to help.

Karen Cartwright
Headteacher