



Westcroft

Stanhope

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DL13 2NU

Head Teacher: Mrs D Cross

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Dear Parent/Carer

25th June 2025

Re: End of Year Attendance Information

Our Attendance Policy states that parents/carers will receive their child(rens) attendance data every half term so I am just writing to clarify that your child's attendance data for Summer Term 2 will be included in their end of year report. The new format for our end of year reports can be found on our website with my earlier letter about this change.

The attendance data will be accurate up to and including this Friday 27th June 2025 to give us time to update the school reports, get them signed and photocopied and then ready to send out to you on Friday 4th July 2025.

Please note that attendance will continue to be monitored and recorded right up to the end of this academic year.

Yours sincerely

Mrs Cross

Mrs D Cross

Head Teacher