



**EMMANUEL COLLEGE**  
*Emmanuel Schools Foundation*

27 January 2023

Dear [RecipientTitle] [RecipientSurname]

Attendance at Emmanuel College remains one of our top priorities, so that students can reach their full potential and achieve the exam results they work so hard for. For three half terms we had to close the College to students as part of the Covid-19 restrictions in place nationally, and this has had an impact on attendance. Since the restrictions have lifted, some students have been able to re-establish excellent attendance and some have found it more challenging to get back into a pattern of good attendance to College. There are a number of ways in College that we promote, and reward good attendance and we are also introducing new ways to celebrate students for whom their attendance is improving and those who continue to maintain good and excellent attendance. The range of ways that we recognise students' attendance means that when students, do sometimes need to be absent due to genuine illness, they can still be recognised and rewarded in those weeks where their attendance has been excellent. Students are also able to improve attendance over time, meaning they will be able to access further rewards.

#### Tutor monitoring and recognition

- Each week in tutorial on a Monday students review their attendance and that of their tutor group and year group. All students should know their current attendance and write this in their study files
- Students who have attended every day the previous week will receive a merit from their tutor.

#### Principals Pick and Mix

- Each week all students who have attended every day will be entered into the draw to win Principals Pick and Mix
- Five students from Years 7-9 and five students from Years 10-13 along with a friend each, are invited to the Principals office to collect their pick and mix.

#### Attendance awards

- Half termly attendance awards for all students whose attendance is above 93%
- Gold: 97-100%: One student drawn from the list of students with attendance over 97% will win the Gold Award Prize Draw, and be able to choose from one of our gold prizes, this year they are: an Apple 10.2" iPad, 2 myLIMETLESS Odeon cinema passes providing unlimited cinema access for a year, a year's membership to GoKidsPlus which gives access to Gateshead leisure facilities including swimming, gym, fitness classes and athletics tracks and a £250 Metrocentre voucher.
- Silver: 95-100%: Ten students drawn from the list of all students with attendance over 95% will win the Silver Award Prize of a £30 Metrocentre voucher
- Bronze: 93-100%: Recognition letter and 10 merits awarded to all students whose attendance is over 93%

Whilst we continue to see attendance figures across the College remain higher than the national average and the Gateshead average, they remain below pre pandemic figures. College attendance is pivotal in a student's ability to achieve their personal best, and in their Year 11 exams we know from research that students with attendance below 90% have a less than 50% chance of achieving 5 or more good passes (5+) in their GCSE's. However, good College attendance is also vital for the wider personal development of students, and missing days in College means missed opportunities to grow through the non-academic activities also available in College. Of course, we know that sometimes students are poorly and need to remain at home, but attendance over 97% should be achievable for most students. However, we do recognise that sometimes students have more long-term absences for medical reasons and this is why our attendance rewards and recognition programmes ensure students can be recognised when their attendance has improved in short time periods such as week or over a half term

I would like to thank parents for their ongoing efforts in supporting good College attendance so that students can make the most of the opportunities they have and every day grow in character and achieve their personal best.

Yours sincerely

Mrs R Hooker  
**Vice Principal**