



23rd January 2026

Headteacher: Mrs Kirsty Hutchinson

CEO: Mr Duncan Jacques CBE

office@cottingleyvillageacademy.co.uk

www.cottingleyvillageacademy.org.uk

Dear Parents and Carers,

As you may have read in the media, school attendance across the country is struggling to recover since covid in 2020 and the DFE are having a big focus on schools improving everyone's attendance. As a school our overall school attendance is **below** the national average and we are working hard with families to improve everyone's attendance. Everyone will receive a letter identifying your child's overall attendance figure. Please scan the QR code on the letter or click on the link for information from Bradford Council regarding attendance.

If your child misses any school, even if they are late, they miss vital learning and this will have a negative effect on your child's progress.

Please make doctors and dentists appointments out of school time if possible and ensure your child arrives at school by 8.45am. If your child arrives after 8.45am and arrives through the main entrance, then they are marked as late. If they arrive after 9.15am then it is marked as an unauthorised absence and this will negatively affect their overall attendance mark. These are the rules laid out by the DFE.

Thank you for your support with this matter, if you have any questions then please contact school.

Attendance & Punctuality

Your Sincerely,

Mrs Kirsty Hutchinson
Headteacher

