

Thursday, 22 October 2015

Dear Parents and Carers,

I am writing to wish you a happy half term and to thank you for supporting the school policies regarding uniform and attendance.

### UNIFORM

We have seen a huge improvement in both the suitability and the colour of footwear and a reduction in the amount of jewellery being worn.

Over half term, some of you will be buying new winter school shoes for your children. May I remind you that **the policy is black shoes only**. These can be trainer style but **MUST** be black with **no colour flashes or coloured laces**. Canvas shoes are not suitable for winter wear.

May I also remind you that all children will need to bring a coat to school in order to go out at playtimes and lunchtimes. Please label your child's coat with their name and class.

### ATTENDANCE

It is vital that your child's attendance is as good as it can be in order for them to make the best progress possible.

I am pleased to say that over the whole of 2014-15 attendance was 96.4% which is 1.4% above the national average. In 2013/14, 6.2% of children missed 30 or more days of school; last year this figure was reduced to 3.1% - a fantastic achievement. I thank you for supporting the school in this area. (Of course, if your child is unwell or you experience unforeseen circumstances, absence will be unavoidable.)

If you have any questions or concerns regarding attendance/ absence, please contact Polly Currie-Cathey, the Family Liaison Officer, via the school office or by email at [polly.flo@cliffordroad.suffolk.sch.uk](mailto:polly.flo@cliffordroad.suffolk.sch.uk) .

### FAREWELL

Finally, many of you will know Marie Evans (our HLTA) at school. She is retiring after 25 years at the school. I know you will join me in thanking her for her tremendous efforts and wish her the best in her retirement.

Many thanks,

Steve Wood  
Head Teacher