
Attendance Policy

Good attendance and punctuality are vital in order to help students achieve their full potential and derive maximum benefit from school life. At The Grey Coat Hospital students, parents and teachers work together to achieve this.

We are aiming, as a minimum, for targets of 95% punctuality and attendance. Any student who arrives late to school/lessons twice in any five day period will have to do a 30 minute detention, with an additional 30 minutes being added for every additional late within the same period. Sanctions for truanting include a Saturday detention.

100% attendance and punctuality are recorded in each student's record of achievement file.

All students who achieve 100% attendance and/or punctuality will receive certificates and their names will appear in the parental newsletter.

Weekly attendance and punctuality trophies are presented in school assembly to tutor groups who have been rewarded for excellent attendance and punctuality. Students are encouraged to have a collective responsibility towards each other in a bid to win the weekly trophies.

Family Holidays

Family holidays should not be taken in term time unless completely unavoidable, and in any event no more than two school weeks can be used for family holidays and at least one month's notice in writing should be given to the Headteacher. In no case should students be absent during examination periods.

It is inadvisable for students in St. Michael's to take any holiday during term time because of coursework commitments for external examinations.

Year 7 Students

Parents of Year 7 students are asked to telephone the Hospital on the first day of any absence.