

30 June 2025

Dear Parents/Carers,

Re: Three Day Home Visit Policy for Student Attendance and Medical Appointments

We hope this letter finds you well.

At Hungerhill, we are committed to ensuring every child attends school regularly and has the best chance to succeed academically. Regular attendance is crucial, and we understand that sometimes absences are unavoidable. To better support students and families, we as a school follow a **Three-day Home Visit Procedure for all students on roll**.

What Is the Three-Day Home Visit Procedure?

If a student is absent from school for **three consecutive days**, a school representative may conduct a **home visit**. This visit is not meant to be intrusive, but rather to check on the student's well-being and offer support if needed.

Purpose of the Policy:

- Understand the reason for absence
- Offer help with returning to school or accessing resources
- Maintain strong communication between home and school
- Ensure the student is safe and well.

If a child has been absent for three consecutive days, they have missed around **25 lessons** and, therefore, many hours of valuable learning.

What We Ask from Parents:

- Please notify the school in a morning if your child will be absent for any reason, via text, call, email or voicemail.
- If an absence lasts more than three days, provide medical evidence where possible.
- Stay in touch with your child's Head of Year or the school office about any concerns relating to absences.

After-School Appointments:

To minimise disruptions to learning, we ask that all **non-emergency appointments** (such as routine medical, dental, or personal appointments) be scheduled **outside of school hours or as close as possible to the end of the school day**. Consistent attendance is crucial to academic progress, and even short absences can impact classroom learning.

We understand that emergencies may arise and will always work with families in those situations. If you have any questions about this policy or need to inform us of upcoming absences, please contact the school Attendance Team.

We appreciate your cooperation as we work together to help every student succeed.

Yours sincerely

B. Robinson

Miss B Robinson
Trust Attendance Lead



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