



Ty Gwyn Way, Fairwater, Cwmbran, Torfaen, NP44 4YZ

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Headteacher/Pennaeth: Mr M T Sims

Annwyl Parent/Carer,

3rd September 2026

All parents/carers want the best for their children and for them to get on well in life. Having a good education is important to ensure that they have the best opportunities in their adult life. They only get one chance at school, and your child's future may be affected by not attending school or alternative provision regularly.

By law, all children of compulsory school age must receive a suitable, full time education. As a parent/carers, you are responsible for making sure this happens.

If children do not attend school regularly they may:

- Struggle to keep up with school work. In a busy school day, it is difficult for schools to find the extra time to help a child catch up.
- Miss out on the social side of school life.

Poor attendance can affect children's ability to make and keep friendships; a vital part of growing up. Setting good attendance patterns from an early age will also help your child later on in their life. Children who have a poor school attendance record may have less chance of securing a job when they are adults.

Being on time is also vital. Arriving late at school can be very disruptive for your child, their teacher and the other children in the class. Some parents may be finding it difficult to ensure that their child attends school regularly. If this is the case please speak to Miss James (Attendance Officer) or Heads of Year as soon as possible so that the situation can be addressed.

As of the start of this academic year the school will start issuing Fixed Penalty Notices (FPN), as part of the attendance strategy of Welsh Government and Torfaen County Borough Council.

We feel it is essential to continue to strive for excellence and employ as many strategies as we feel necessary to ensure students are in classrooms all day, every day. We wish to reassure you that we will only issue an FPN as a last resort, as usually issues are resolved with clear home to school communication. However, when there are no underlying reasons for school absence then the FPN process will be followed.

STRIVE BELIEVE ACHIEVE

You will find all the information you need on our Website under the School Life and Attendance tabs, additionally, links to Torfaen County Borough Council's attendance policies.

We always strive for the highest attendance at Cwmbran High and I would like to take this opportunity to thank parents and carers for their continued support in this matter.

Many thanks in anticipation of your co-operation.

Yours sincerely

A handwritten signature in black ink, appearing to be 'M Sims', written in a cursive style.

Mr M Sims
Head teacher