



7th March 2025

Dear Parents/Carers

Policy Updates

Please be advised that as part of our review process we have recently updated the following policies. This is something that we always do either annually or bi-annually depending on the guidance issued to us.

The following policies have been recently ratified by our Governing Body and contain updated information:

- Attendance Policy - Updated as a result of new DFE guidance that came out at the start of the academic year.
- Behaviour & Discipline Policy - updated following a review of behaviour strategies in school.
- Educational Visits Policy - Please see more information on how trips link in with attendance & behaviour and how the trips will be sent out in waves considering these factors.
- Rewards Policy - This also links in with our trips policy & contains updated information
- SEND Policy - Updated in line with new guidance.

You will now find that these policies all link in with each other particularly regarding the trips. Please find a summary of this information below:

Excellent/Good Attendance

Students with good attendance for the year will be invited to attend a rewards trip in waves. This will be subject to satisfactory behaviour and academic achievement and places still been available following the first wave of letters going out.

For information - Excellent attendance would be deemed anything 95% and above.
Good attendance would be deemed as 93% and above.

Wave 1 - These students will receive letters of invitation first:

- Excellent attendance and have not taken an unauthorised holiday during term time.
- Good behaviour - No suspensions/isolations/10 or less demerits for Christmas trip and 20 for summer trip.

Wave 2 - These students will receive letters after wave 1 (subject to places still available)

- Good attendance and behaviour (as above up to 20 demerits)
- Students who have taken a holiday but still have good attendance and no other absence

Wave 3 - These students will receive letters after waves 1 and 2 have gone out (subject to places still available)

- Good attendance
- Any student who may have had an isolated incident of poor behaviour (not persistent) and will be considered on an individual basis.



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Please find full copies of all the policies on the school website for your reference:
[Alcester Academy | Policies & Statements](#)

If you have any further questions, then please do not hesitate to contact us.

Yours sincerely

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