



Longshaw Junior School

Longshaw Junior School, Park Lee Road, Blackburn BB2 3NX

Tel: 01254 296450 Fax: 01254 296451 Email: office@longshawjunior.blackburn.sch.uk

Headteacher: Jonathan Berry BA (HONS) PGCE NPQH

SUCCESS FOR ALL – NOTHING LESS!

SCHOOL ATTENDANCE

To the parent/carer of ***

You were invited to attend two attendance meetings on _____ and _____ to discuss your child's attendance.

Unfortunately, you failed to attend the meeting and to inform school that you would not be attending. **You must contact school to arrange another meeting.** Failure to do so may result in a referral into the Inclusion Team at Blackburn with Darwen, and potential legal action.

Please contact school and confirm a meeting date within seven days of receiving this letter.

Kind Regards,

The Attendance Team