

Aspiration  
Respect  
Endeavour

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Headteacher: Mrs S Jenner  
Chief Executive Officer: Mr P Banks



Roding Valley  
HIGH SCHOOL

11<sup>th</sup> May 2023

Dear Parent/Carer

I am writing to introduce myself as the new Attendance Officer for Roding Valley High School. My name is Ms Parsley, I am an experienced member of staff with six years' experience working in schools supporting students' attendance and punctuality.

As a school our target for attendance is **100%** and we as a team, want to work with our families to ensure all our students are in school learning, achieving a minimum of 96% . I will be available to support families in achieving this target.

I will be contacting some families who have children in school with attendance or punctuality below expectation, however if you would like support or advice please use my contact details below.

Telephone number: 020 8508 1173 ext: 2043  
Email: [aparsley@rodingvalley.net](mailto:aparsley@rodingvalley.net)

Yours faithfully

Ms A Parsley  
Attendance Officer

Mrs S Dyer  
Deputy Headteacher



school  
achievement award  
department for education and skills



INVESTORS  
IN PEOPLE | Bronze