4 May 2021

Dear Year 11 Parent/ Carer

Many of our students will be celebrating Eid on Thursday 13th or Friday 14th May. In terms of authorising absence, the guidance remains the same as it has been previously for a day of religious observance (see general guidance below). However, Year 11 students have important assessments taking place currently that will provide essential evidence in the awarding a fair and representative grade to each student. As such, these assessments should be viewed in the same way as GCSE examinations in normal times.

***We would therefore strongly urge Year 11 students to attend their assessments on 13th May.*** In order to support families, those students who have parental permission will be able to leave school following their assessment at 11:30am and will have their absence authorised as religious observance for the afternoon.

If your daughter will be attending her assessment in the morning and you would then like her to return home, [please complete this form](https://forms.office.com/r/Hx8xevE76R) (you will need to know which subject your daughter will be in on this day). There are no assessments for students who would have Geography and History timetabled on this day:

***Please note that no assessments have been scheduled on Friday 14th May and normal school systems should be followed if your daughter will take this day as religious observance.***

**Authorised time off school for Religious Observance**We would like to advise our families of the procedure for authorising time off from school for religious observance.

If you wish your child to be absent from school for the celebration of a religious festival, please notify our Student Attendance Manager, Ms King**in advance** of the absence.  Please make sure this information is put in writing.  If you have not notified the school in advance, you will receive an absence enquiry text, following our usual procedure.

**Ms Kennedy**

**Associate Headteacher/ Deputy Headteacher**