

Our ref: CBL/ARY
8th October 2019



Dear Parents/Carers,

Appointments during Term time

There has been a recent increase in the number of students attending appointments during the academic day, please note that we do not authorise routine dental check-ups or optician appointments. These appointments should be arranged outside of the Academy day or during Academy holidays.

Should your child need to attend a hospital, CAMHs, or orthodontist appointment then please ensure, where possible, that they attend the Academy prior to their appointment and return following their appointment. This will help to prevent their attendance declining and also reduce lost learning time. Students attending appointments are required to provide an appointment letter/card in advance of their appointment. Appointments attended with no official evidence will not be authorised.

Should you require any further clarification on this matter please do not hesitate to contact the Academy your child attends.

Many thanks for your support.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'A. Ruby', written in a cursive style.

Mrs Anne-Marie Ruby
Director of Attendance & Welfare

Q3 Academies | Chief Executive: Dr Caroline J S Badyal, EdD, MA BE.d, DipEd, NPQH | 0121 358 6186 | www.q3mat.org.uk | enquiries@q3academy.org.uk

Q3 Academy Great Barr | Head of School: Mr Mark Arnull, BA (Hons), MA, NPQH | 0121 358 6186 | www.q3academy.org.uk | enquiries@q3academy.org.uk
Q3 Academy Langley | Head of School: Mr Peter Lee, M.Ed, BA (Hons), PGCE, NPQH | 0121 516 7070 | www.q3langley.org.uk | enquiries@q3langley.org.uk
Q3 Academy Tipton | Head of School: Ms Keziah Featherstone, BA (Hons), NPQH | 0121 521 1540 | www.q3tipton.org.uk | hello@q3tipton.org.uk

Q3 - Quaerere | 'Seek that which is good, that which is right, that which is true'

