

14th October 2026

Dear Parents and Carers,

At Bournville, we want every student to achieve their full potential. Regular attendance and punctuality are essential to success. Every day in school helps students learn, build friendships and develop confidence. We ask all families to support our school values by helping students attend regularly and arrive on time.

Minor illness – can my child attend?

A minor illness does not always mean your child needs to miss school.

- **Coughs, colds and runny noses:** Children can usually attend if they feel well enough and do not have a high temperature.
- **Minor aches or sore throats:** If symptoms are mild and your child is otherwise well, they can usually attend.
- **High temperature:** Keep your child at home until the temperature has gone.
- **Vomiting or diarrhoea:** Keep your child at home until 48 hours after the last episode.
- **Other illnesses:** Follow NHS advice for infectious illnesses or if your child is too unwell to take part in the school day.

Please report illness on the first day of absence. We do not routinely require medical evidence for every illness. However, where absences are frequent or prolonged, we may discuss the situation with you and request reasonable evidence where appropriate, in line with DfE guidance.

For further advice, visit the [NHS guidance on illness and school](#).

What if my child feels unwell at school?

Our trained first aiders can assess your child's immediate needs and provide appropriate support. If your child is too unwell to remain in school, we will contact you to arrange collection if needed. Please ensure your contact details are up to date.

Should well siblings stay at home?

If one child is ill, their brothers and sisters should still attend school if they are well enough. Please do not keep well children at home unnecessarily. If family circumstances make this difficult, contact us so we can discuss how to help.

Punctuality – arriving on time

The school site opens at **8:00am**. Please encourage your child to arrive early and be ready to learn.

The school day starts at **8:30am**.

- **After 8:30am:** A 30-minute detention will be issued.
- **Further lateness in the same week:** A one-hour detention will be issued.

- **After 9:10am:** This will be recorded as an unauthorised absence for the morning session and will result in a one-hour detention.

Please allow enough time for your child's journey. Arriving on time shows respect for learning and helps everyone start the day positively.

Working together

At Bournville, we expect students to be **Ready, Respectful and Safe**. If your child is frequently unwell, anxious or struggling to attend, please speak to us. We want to work with you to identify the right support while maintaining high expectations for every student.

Thank you for your continued support.

Yours Faithfully



Mr Feenan
Assistant Principal