



A community of transformation founded on love, hope & trust

St Mark's Church of England Academy

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Headteacher: Aimee Gallagher

Dear Parents and Carers,

06 March 2026

I hope you are well. As we prepare for our upcoming Enrichment Day on the 26th of March, we are finalising arrangements for the trips and activities available to students.

At St Mark's, we place great importance on good attendance and punctuality. These habits are essential not only for academic progress but also for ensuring student safety and wellbeing. Off-site activities rely on students demonstrating responsibility, reliability, and the ability to follow school expectations consistently. For this reason, students who show persistent lateness to lessons or truancy from lessons may not be permitted to attend the off-site Enrichment Day trips.

Clean Slate Approach

To ensure fairness and give all students the opportunity to demonstrate improvement, all students will begin with a clean slate from Monday. Staff will monitor punctuality and lesson attendance closely from that date onwards.

Communication With Parents

Parents and carers of students at risk of not being able to attend the trip, will receive a summary outlining the concerns and the improvements required. Our aim is to work in partnership to support students in meeting expectations.

Alternative arrangement

Students who ultimately are not eligible for the trip will instead take part in a structured and purposeful Careers Day in school, designed to develop skills and knowledge for future education and employment.

If you would like to discuss your child's attendance or punctuality, or if you feel your family needs support in improving these areas, please feel free to contact us – utilising the Progress Leader in the first instance.

We are committed to working with you to ensure the best possible outcomes for every student.

Thank you for your continued support.

Yours faithfully,

Lizzie Bowen (St Marks)

Assistant Principal, Pastoral and Careers.

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