



3<sup>rd</sup> March 2026

Dear Parents and Carers,

We are writing to you regarding an important matter at Henley Bank High School – student attendance, particularly on Fridays.

While overall attendance is improving, we have noticed a concerning dip in attendance at the end of the week. Attendance on Fridays can sometimes be as much as 5% lower than the average of the other days. Friday is a full and valuable school day, and every lesson missed has an impact on students' progress, confidence and continuity of learning. Quite simply, Friday attendance is just as important as attendance on any other day of the week.

Regular attendance not only supports academic achievement, but also helps students develop routine, resilience and a strong sense of belonging within our school community.

We are therefore asking for your support in reinforcing the importance of attending school every Friday unless there is a genuine illness or unavoidable circumstance.

To make Fridays something students look forward to even more, we run a range of activities to provide a sense of community, fun and togetherness that make attending school so special.

Every other Friday, any student who has achieved 100% attendance over a two-week period will be given a ticket to claim a prize at lunch time. Prizes range from ice-creams to brownies to chocolate eggs. Tickets are given out by student's tutors and prizes can be collected in students' lunchtime areas.

We announce our Attendance Champion on a Friday afternoon. This is a student picked at random who has been in every day of the week. They are awarded with a box of chocolates during DEAR time and a congratulatory postcard is sent home.

We have Fun Fridays, which are whole school events that promote a sense of community and togetherness. So far this year our Fun Fridays have included karaoke, Just Dance, The Chase against teachers, bottle flip challenge and much more.

These are in addition to our other attendance incentive such as the weekly tutor muffins for the best attending tutor group, the attendance challenge where select students are rewarded for completing an attendance 'streak' and the green zone incentive to push students over 95%.

Our aim is to ensure that Fridays are vibrant, purposeful and rewarding, while maintaining the high-quality teaching and learning our students deserve.

Improving attendance is a partnership between school and home, and your encouragement makes a significant difference. By working together, we can ensure every student benefits fully from their education across all five days of the week.

Stephen Derry, Headteacher

---

Henley Bank High School, Mill Lane, Brockworth, Gloucester, GL3 4QF  
T: 01452 863372 | E : admin@henleybankhighschool.co.uk | W: www.henleybankhighschool.co.uk

---

Henley Bank High School is proud to be part of the Greenshaw Learning Trust, which is a charitable company limited by guarantee registered in England and Wales. Company number 7633694. Registered office: Greenshaw Learning Trust, ORU Sutton, Throwley Way, Sutton SM1 4AF.



If you would like to discuss your child's attendance or require any support, please do not hesitate to contact the school on the email address below.

[admin@henleybankhighschool.co.uk](mailto:admin@henleybankhighschool.co.uk)

Thank you for your continued support.

Yours Faithfully,

Ms Bradbury and Mr Dakin

---

Stephen Derry, Headteacher

---

Henley Bank High School, Mill Lane, Brockworth, Gloucester, GL3 4QF  
T: 01452 863372 | E : [admin@henleybankhighschool.co.uk](mailto:admin@henleybankhighschool.co.uk) | W: [www.henleybankhighschool.co.uk](http://www.henleybankhighschool.co.uk)

---

Henley Bank High School is proud to be part of the Greenshaw Learning Trust, which is a charitable company limited by guarantee registered in England and Wales. Company number 7633694. Registered office: Greenshaw Learning Trust, ORU Sutton, Throwley Way, Sutton SM1 4AF.