

Newchurch Community Primary School  
Glebeland  
Culcheth  
Warrington  
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Headteacher: Mrs. S. Lawrenson

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Date

**Child's Name**                      **Class**

Dear Parent

We are very pleased to inform you that **Child's name** attendance has shown a significant improvement since last term.

It shows your and **Child's name** commitment to improving their attendance percentage. Well done this is a terrific step in the right direction keep going and aim higher.

If there are particular problems, which we might help with please do not hesitate to contact either your child's class teacher or myself.

Yours sincerely

Mr Duckett  
Attendance coordinator