

Headteacher: **Mrs S. McShane**

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Wirral, CH62 2BP

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Co-op Academy  
Woodslee

**Date of Visit**

Dear, **Parent/Carer**

We have tried to gain contact with you this morning.

We have called at your home today to see whether we can do something about getting **Child Name** into school. We are very concerned about their level of attendance as it is currently at **%**, which is below our school expectation of 96%.

Please contact us at school on 0151 334 1406 as a matter of urgency so that we can help to improve this situation and provide support with getting **Child Name** into school.

Yours sincerely

Ms C. Rutherford

**Family Partnership Worker**

Co-op Academy Woodslee

**0151 334 1406**

**07808248554**