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King's Academy College Park

A King's Group Academy

Headteacher: Mrs R Carlyle

Friday 29th September 2023

Teacher Absence

Dear Parents/Carers,

I am writing to inform you about the processes that we have in place with regards to teacher absence.

As with any workplace, there will be instances where members of staff are absent on a day to day basis, or circumstances where staff are not able to attend work for longer periods of time. Where this member of staff is a teacher, we understand that this will have a direct impact on your child. However, we are not always able to inform you of this for a number of reasons, including protecting the rights of our employees.

Please be assured that our priority in these instances is to ensure that your child is taught by a qualified teacher, who we appoint via a supply agency. Due to the nature of covering teacher absences, we are not always able to provide a consistent teacher in these circumstances, but we work alongside the supply agency to do our best to ensure a familiar face. In some cases, we will use our school support staff to cover classes where we believe it is in the best interest of the class, and sometimes we are able to redirect other teachers or known faces to meet the needs of the classes.

As our year groups are large, there will always be teachers and support staff working in each year group who will know individual pupils, and will be able to handover any important information to anyone working with your child. Our assistant headteachers Mrs Richarson, Mrs Gaston and Miss Boister are also on hand to support.

Please rest assured that the education of all our pupils is of paramount importance to us. Should you have any concerns or questions please do not hesitate to contact us.

Yours sincerely

Mrs Carlyle
Headteacher

