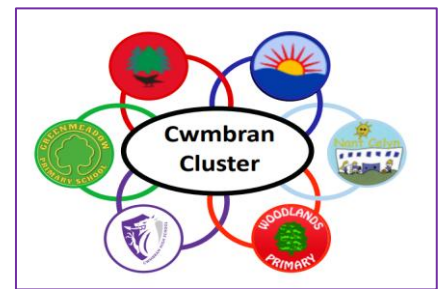


Nant Celyn Primary School
Henllys Way
Cwmbran
Torfaen
NP44 7DJ

Headteacher Ms K Smith (NPQH, MSc Econ)



16th July 2026

Dear Parents and Carers,

We are writing to inform you that all schools in the Cwmbran Cluster are introducing a shared Cluster Attendance Policy. This collaborative approach ensures that families experience the same expectations, procedures, and support, whether your child attends a primary school, the secondary school, or both.

Why a cluster policy?

- To provide clear and consistent attendance procedures across all schools.
- To ensure fairness and transparency for families with children in more than one setting.
- To strengthen our collective focus on improving and maintaining good attendance, which is closely linked to pupil progress, wellbeing, and long-term attainment.
- To enable earlier, more coordinated support when attendance becomes a concern.

What this means for you.

The policy outlines:

- how to report absences
- what counts as authorised and unauthorised absence
- expectations for punctuality
- how schools monitor attendance and the steps taken if concerns arise, including the STRIVE support pathway

You will continue to receive regular updates on your child's attendance, and schools will work with you promptly if difficulties emerge.

We understand that some children may face additional challenges. All schools in the cluster will continue to work sensitively with families, offering reasonable adjustments and support where needed, including for medical needs, ALN, and anxiety-related absence.

By adopting one consistent approach, we aim to promote strong attendance habits for all pupils. The full policy will be available on each school's website. If you have any questions or need support, please contact your child's school.

Thank you for your ongoing support in helping us make good attendance a priority across the Cwmbran Cluster.

Yours faithfully,

Headteacher