

JM/jaj - Absence

28th November 2024



Bloxwich Academy

www.bloxwichacademy.co.uk

Dear Parent/Carer

You are now able to report your child's absence using the Matrix WEDUC app.

Please find a link with information on how to report an absence for your child:

<https://weduchelp.zendesk.com/hc/en-gb/articles/14181580731921-How-do-I-report-an-absence-for-my-child>

How do I report an absence for my child

You are still able to report your child's absence via our absence voicemail (option 1 - 4 for the House teams).

Please be reminded that you must contact the school on the first day of absence, and on each subsequent day of absence, before 8.30am, giving reasons for absence, followed by medical evidence, if applicable, confirming reasons and dates of absence.

We use the WEDUC app to share information with you, this was introduced to allow us to keep you updated about your child's learning journey and provide important upcoming dates and events at Bloxwich Academy. The system is called WEDUC, which is a new digital communication and engagement tool designed specifically to improve the way we communicate with parents.

Upcoming dates:

- **5th December:** school will be closed to pupils in the afternoon so teachers can complete vital training on exam moderation. **Pupils will all be dismissed at 12:30pm.** If your child is entitled to free school meals, this will be available for collection from 12:30pm in the Canteen.
- **20th December:** staff training day, school closed to all pupils; and
- **6th January:** staff training day, school closed to all pupils.

If you do not have access to the WEDUC app, please email enquiry at postbox@bloxwichacademy.co.uk to request an activation code.

Yours sincerely

J Till
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