Children’s Services  Access & Inclusion  Cumbria House  117 Botchergate  CARLISLE Cumbria  CA1 1RD T: 07827347134 E: elsa.elliot@cumbria.gov.uk

**Date: February 2021**

**WARNING LETTER**

**CONFIDENTIAL**

Dear

**RE: Name: DoB: School:**

**RE: Section 7 of the Education Act 1996.**

I have spoken to [head teacher] at [school] who informed me that between (date) and (date) no remote learning has been accessed by your son/daughter (name). This equates to hours of education missed.

During this period (School) have supported and encouraged remote learning in the following ways:

Laptop provided

Provision of live & recorded lessons

Offer of attendance at the school hub

Letters, e-mails and phone calls to you outlining the support/availability of remote education and encouraging take up

Microsoft Teams meetings to discuss and resolve any problems accessing remote education

I must remind you that it is a parent’s responsibility to ensure their child receives efficient full time education in accordance with section 7 of the Education Act 1996.

During these difficult times we are aware that many families will find educating their child/ren at home very challenging for a number of reasons. In such cases we expect parents to share any concerns or difficulties with school, so that appropriate support can be identified and put in place. Failing to do so makes it very difficult for school to monitor your child/ren’s learning and assess their progress. Failing to engage with remote learning will only make the transition back into school more difficult and is likely to result in your child/ren falling behind their peers. Not only will this impact on their learning but it may also affect their confidence and overall wellbeing.

This letter serves as a formal reminder of your legal duty to ensure [child] engages with and completes all remote learning set by the school. At this point in time [child] is missing out on his/her education which may have a detrimental effect on his/her GCSE results and their longer future prospects.

The situation is being monitored by school. Any failure to ensure (child) receives remote education will not only reflect negatively on [child] progress but may be taken into account if school feel it necessary to make a referral to the Local Authority in future for enforcement action.

Please feel free to contact me if you would like to discuss the contents of this letter.

Yours sincerely,

**Access & Inclusion Officer for Attendance**