



GMN/JJA

09 February 2026

Dear Year 11 Student

**RE: ATTENDANCE, BEHAVIOUR AND ENGAGEMENT**

You are now entering one of the most important stages of your time at the Academy. The weeks ahead are a key opportunity to demonstrate commitment, maturity and determination as you prepare for your GCSE examinations and next steps.

From Monday 23 February until Friday 17 June (unless your GCSE examinations conclude earlier) all students are expected to meet the Academy's standards for attendance, behaviour and engagement. These expectations are in place to support your success and ensure you finish Year 11 strongly.

During this period, you must:

- Maintain a minimum of 98% attendance.
- Meet the Academy's expectations at all times, including consistently demonstrating our values.
- Attend 100% of ALPS sessions.

Attendance at prom is not guaranteed. The Year 11 prom is a reward for students who demonstrate responsibility and commitment throughout the final term. Students who do not meet all of the expectations outlined above between 23 February and 17 June will not be permitted to attend the prom, unless there are exceptional circumstances being applied. All decisions will be made by the Academy and will be final.

We understand that this can be a challenging and pressurised time. Your wellbeing is important to us and support is available. If you are struggling, feeling anxious, or need help, please speak to a trusted member of staff as soon as possible.

This is your moment. Make the most of every day and finish Year 11 in a way you can be proud of. We are here to support you every step of the way.

**"Our actions become our habits.  
Our habits become our character.  
Our character is who we are."**

Yours sincerely

**Mrs G McLaughlin  
HEAD OF SCHOOL**

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The GLC Trust is a company limited by guarantee, registered in England & Wales (Registered Number 5853746). Registered office at The Gateway Academy, Marshfoot Road, Tilbury, Essex RM16 4LU.

Chief Executive Officer: Viki Reid.

The GLC is committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment.



**GLC** All Different All Equal  
Together, Improving Upon Our Best

**Ormiston Trust**  
Improving life chances