



North Ridge Community School

An academy within Nexus MAT

Tenter Balk Lane, Adwick-le-Street, Doncaster, DN6 7EF

Tel: 01302 720790

Email: nrcs.admin@nexusmat.org

www.northridgeschool.org www.nexusMAT.org

Headteacher: Mrs Jade Soler Alcaraz



08 September 2026

RE: Reporting pupil absences.

Dear Parents and Carers,

It is parents/carers responsibility to report their child's absence directly to school before 8:30 am.

Our reporting absence procedure is as follows:

1. Contact the school on **01302 720790** and **press option 1**.
2. Leave a clear voicemail of your child's name and the reason for their absence.

Please **do not** report absence via **Seesaw** or via the **bus escort**.

If you fail to report your child's absence, a member of the school attendance team will contact you to find out the reason for your child's absence and offer support if required.

Regular school attendance is crucial in raising standards in education and ensuring that every child can have full access to the school curriculum and reach their potential. North Ridge Community School strives to promote an ethos and culture which encourages good attendance and where each pupil will feel valued and secure.

Yours sincerely,

Cass Heyes

Pastoral Manager

