Borough Road Centre
Borough Road
Paignton TQ4 7DH

T: 01803 403003
E: brdadmin@paigntonacademy.tsat.uk

www.paigntonacademy.org
Derwyn Williams
Principal

Waterleat Road Centre
Waterleat Road
Paignton TQ3 3WA

T: 01803 403005
E: wrdadmin@paigntonacademy.tsat.uk

Date: 3rd November 2026

Our Ref: KJS

Reply to: Mr Scott

At: Waterleat Road Centre

Dear Parent/Guardian,

We would like to make you aware of a change to the attendance email addresses for reporting student absences.

For students attending our **Waterleat Road Site**, please email:
wrc-attendance@paigntonacademy.tsat.uk

For students attending our **Borough Road Site**, please email:
brc-attendance@paigntonacademy.tsat.uk

When reporting an absence, please include:

- Student's full name
- Tutor group
- Reason for absence

Providing this information will help us accurately record your child's absence and ensure our attendance records are up to date.

Thank you for your support and cooperation.

Kind regards,

Attendance Team
Paignton Academy