

Letters in Sociology

What did/do you do?

Sociology sends paper letters to students to chase attendance.

Who is involved?

Letters come from the Senior Tutor, sent to students' home and University addresses.

How do you do it?

When intervention from the Personal Tutor and Module Leader (by email) has failed, the Senior Tutor sends a stern letter to students' home and University addresses. Letters are addressed to students, not their parents, but seeing a University-branded envelope come through the letterbox prompts a number of parents to phone their child and ask what's going on.

First year students also get a letter if they have failed to attend two sessions. This letter is in a softer, less disciplinary tone and is only sent to their University address. This has generated a good amount of responses - yes, it has increased the workload of the Senior Tutor, but it is effective!

Why do you do it?

To ensure students' wellbeing! They might have got lost, or could have serious problems. Sending a letter shows this issue is taken seriously, whereas sending an email might not.

Does it work?

The letters call students in to see the Senior Tutor. The majority of students turn up.

Teaching and Learning Case Study

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Coherent Curriculum theme:

- Student Engagement

Other keywords:

- pastoral