

IMPORTANT INFORMATION

All parents are responsible, by law, to ensure that their child regularly attends school. Unless your child is unwell, they should be in school EVERY DAY.

The school's Attendance Policy clearly states that we require prior notification of all student absence to be left on the student absence line on every occasion that a student is absent from school. Failure to contact the school with an acceptable reason for absence will result in the absence being recorded as unauthorised.

All absence must be supported by medical evidence in order for the school to consider authorising the absence. Failure to provide the school with medical evidence to consider will result in the school recording the absence as unauthorised. Repeated and/or frequent unauthorised absence will result in a referral being made to the Local Authority. A Penalty Notice fine will be requested for irregular school attendance.

If your child has a hospital or emergency medical appointment, these will only be authorised if a letter or appointment card is shown at the office. Please make sure that, where possible, any medical appointments are made out of school hours. Doctors, dentists and opticians can usually accommodate this. If your child has an appointment during the day, where possible, they should register at school beforehand and return after the appointment. Most appointments will only be authorised for half a day. If you have any concerns regarding your child's absence please speak to the School Office.

SCHOOL UNIFORM

Please ensure you read the Uniform Policy on school uniform and hair. Black shoes, small bags only please and no extreme hairstyles (shaved head, patterns or coloured). We are always proud of the smart presentation of the children and ask for your continued support to keep it this way.



Online Payment System

During this half term we will be setting up an online payment system (Tucasi). If all goes to plan the system should be up and running on the return to school after the Easter holidays. Letters will be sent out with advice on the log in procedure nearer the time.

School Dinners

If your child would like school dinners please remember this needs to be paid in advance

CONTACT DETAILS

Please ensure that the office has your up to date contact details. It is important that we have both telephone and address details in the event we need to contact you. If you have changed your mobile number recently please inform the school office.