



Attendance Expectations 2023-2024

ABSENCE – As per the Attendance Policy - Parents must contact the school when their child is absent to explain the absence prior to 9.30am. We request that you update the school daily, and this can be done by phoning 01782 973780 or reporting directly to the school office. Please do NOT leave a message via Class Dojo

LATES – We understand that sometimes there are genuine reasons for lateness and school will be monitoring punctuality from September. Any child that attends school after 8.30am is LATE. Please note that parent/carers are required to attend the office with their child and sign them into the late register with a reason for lateness.

ACCESS INTO SCHOOL – Due to staff changes, the front office will not always be manned. Please make sure that you deliver your child to their classroom each morning by using the correct route around school. Children will not be able to enter school via the front office unless agreed by the head teacher. This will keep congestion to a minimum.