

Attendance Flowchart

Unsure if your child is well enough for school?

Refer to guidance document on our website (Parents/Late/Absence Section)

Child is well enough to attend school.

You may wish to call the school office to let them know of any concerns that we should be aware of.

**01777 702043
Option 3**

It may be relevant to ask the office to look after medication and complete a consent form.

Child is not well enough to attend school.

Please call our attendance line:

01777 702043 - Option 1
(Absence line has a 24hr answer machine)

Please discuss your child's illness with our office staff, informing us of your child's illness.

If we do not hear from you we will aim to make contact or, in some situations, visit you at home. Vulnerable children will have an immediate home visit.

If we do not hear from you for a period of time this could result in a safe and well call or visit from the Police.