



# Attendance Absences

Thank you to all our parents, carers and pupils for your continued support in regularly attending school whilst we continue to work together to keep our pupils safe and healthy.

Please find below examples of authorised and unauthorised absences.

Authorised	Unauthorised
<ul style="list-style-type: none"> <li>• your child is too ill to attend school</li> <li>• the parent/carer has advance permission e.g. for religious observation</li> <li>• a pupil has a positive PCR result</li> </ul>	<ul style="list-style-type: none"> <li>• not informing the school office of the reason for an absence</li> <li>• sleeping in</li> <li>• going for a family day out</li> <li>• term time holidays</li> <li>• parent's/sibling's illness</li> <li>• treating head lice (children's hair should be treated and pupils returned to school as soon as possible on the same day)</li> </ul>

We appreciate that some pupils are unable to attend school due to family members awaiting Covid test results or having received a positive PCR test result. We are unable to authorise these absences, however please contact the school office to discuss the matter.

Absences can be authorised in exceptional circumstances and applications should be made in writing to Mrs Pettett.

If you have any concerns or questions please contact the school office:-

Weduc: westlandsprimary  
Telephone : 01795 470862  
Email : wpsoffice@swale.at

