

Absence Reporting

Please note that it is important that you telephone the school on the first day of your child's absence. If we do not know in advance why a child is not at registration we will telephone you; please contact us before 09.30a.m. We have an answering machine for messages out of hours, please dial the main school telephone number 023 92 582403 and press option 1 to leave a message on the 'Absence Line'.

If your child has to leave school to attend a medical or dental appointment during the school day please let the school office know by telephone or send us a note, preferably providing a copy of an appointment letter. Please note that to ensure the safety of children who need to leave school early for such appointments or who will arrive late in the day an adult needs to sign the child out/in via the school office.

Please note that any child who has experienced a sickness bug should not return to school until 48 hours have passed since their last episode of diarrhoea/vomiting.