

What to do if your child has a medical appointment

Parents/carers should try to arrange medical and other appointments outside school hours whenever possible.

For appointments during the school day, parents are requested to leave a message on the school absence line to let us know the time of the appointment and when their child needs to be collected.

If appointments are at the start of the day, Students must register at their Head of Learning Office when they arrive in school.

If appointments are later in the day, students are required to sign out at Reception before they leave school site, and to sign back in again at Reception after their appointment.

We expect most appointments to take a maximum of two hours.