

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 send a message via the School Gateway app or 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.

Students must sign in at Reception after their appointment to ensure they are registered correctly.

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.