



Headteacher:
Chris Livesey BA(Hons)

32030/JBL/JOH
30/10/2018

Dear Parents/carers

I would like to take this opportunity to remind you of the procedures surrounding absence due to religious observance. We are aware that it is Diwali next week so thought it would be useful to clarify our policies.

Students are allowed up to 3 days of absence per school year for religious observance. These cannot be taken consecutively; we will only allow one day at a time.

Please contact the school either on the morning of the absence or if you prefer you can ring the attendance office ahead of time so that we can code the registers.

I would like to wish all of our families who are observing this festival a very happy Diwali.

Yours faithfully

Julia Blanshard
Attendance and Behaviour Manager