



Reinwood
Infant & Nursery School

Head Teacher: Mrs Karen Butler



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Dear Parents/Carers

Absence Procedures

You may notice that we are now conducting more home visits when your children are absent from school and you have not let us know the reason for their absence.

This is following updated safeguarding advice placed upon us because of serious concerns that have been raised nationally, including cases where schools have waited days to hear from parents and then found that the parents have died and the children have been at home alone.

We hope that you will understand why we want to check that your children are safe (and that you are too!) so if we have been unable to contact you by phone and you have not contacted us, we may be conducting a welfare check.

The procedures for the first day of absence will be (unless you have contacted school):

- Text message to ask you to let us know why your child is absent
If no response then:
- Phone call from school to you
If no response then:
- Phone call to each emergency contact number provided by you
If no response then:
- Welfare visit to your home by the school or Pupil Attendance & Support Officer
If no response then:
- The neighbourhood policing team will be asked to conduct a welfare check

These changes to our procedures are in accordance with instructions from the Kirklees safeguarding children's Board and have been included in our updated attendance Policy.

Please can at you ensure that you make every effort to inform the school about your child's absence in order to avoid time being wasted making unnecessary home visits. Thank you in anticipation of your support in this matter.

Yours sincerely,

K. Butler
Head Teacher



اگر آپ کو خط پہنچے اور سمجھیں ہیں کہ کسی دے کی ضرورت ہو تو سکول پر رابطہ کریں۔

اے اسکول، ہر بچہ کے لیے سہارا اور سہولت فراہم کرنے کے لیے ہمیں اپنا سہارا دینا چاہیے۔

Kirklees
Inclusion Quality
Standard
2013 - 2016