

A Typical School Day...

Your child should arrive in school between 8.40am - 8.55am

The school doors open at 8.40am (BHJS) and 8.50am (BHIS)

They should go straight to their classroom

The registers are taken at 9.00am.

If your child is late, please take them to the school office via the main entrance, where they can be signed in.

The school day finishes at 3.15pm (BHIS) and 3.20pm (BHJS). Please wait for your child on the playground.

Try to encourage your child to be independent, remembering their own reading book and homework; and being organised and ready for the school day.



If your child is absent due to illness please telephone the school office on the first morning to inform us.



Bromley Heath Infant School
Quakers Road
Downend
Bristol
BS16 6NJ

Tel: 01454 866777
Fax: 01454 866777
Email: school@bhinfants.org.uk
www.bromleyheathinfantschool.co.uk

Headteacher - Mrs Tina Long



Bromley Heath Junior School
Quakers Road
Downend
Bristol
BS16 6NJ

Tel: 01454 867110
Fax: 01454 867124
Email: school@bhjs.org.uk
www.bhjs.org.uk

Acting Headteacher - Mrs Tracy Serle

South Gloucestershire's Access and Response Team provide support to schools and families when/if they need help.

email:
accessandresponse@southglos.gov.uk

Bromley Heath Infant School
To be the best I can be...

Bromley Heath Junior School

**ATTENDING
SCHOOL**

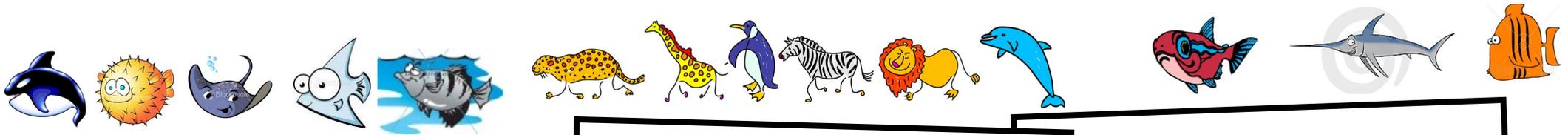
'Every Lesson Counts'

**Bromley Heath Infant School
Bromley Heath Junior School**

To be the best I can be...



Join the Learning Adventure!



Our Attendance Policy and Prospectus provide information that helps to clarify...

Parental responsibilities

Why it is important to arrive on time

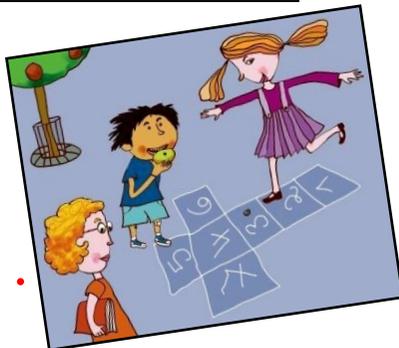
The school's legal responsibilities regarding the monitoring of attendance

The start and end times of the school day

Why you need to tell us if your child is ill

How to apply for exceptional leave of absence.

An important part of our schools' vision is that our children feel **safe, happy, enthusiastic and ready to learn together.**



Term Time Absence

The Government has made an amendment to the 2006 regulations on term time absence. Schools are now prohibited from authorising any leave in term time; unless there are exceptional circumstances.

If you need to apply for exceptional leave you will must write and ask for permission from the headteacher of your child's school. Your letter should include the dates your child will be absent from school and the exceptional circumstances.



At Bromley Heath we aim to work in partnership with parents and we know that there are sometimes **exceptional** circumstances which mean absence may be required during term time. Please make an appointment to speak to your child's Headteacher if you have any concerns.

Headteachers will consider a number of things alongside the reasons you highlight in your letter before granting exceptional leave of absence, including.

How much education has your child already missed through illness or arriving late?

What learning will your child miss at school?

Your child's level of attainment.

Granting exceptional leave of absence will also be based on the answers to these questions.

Attendance matters!

The complete attendance policy is available from the school website if you would like to read it.