

The Green, Devizes, Wiltshire, SN10 3AG

Principal: Mr Phil Bevan BSc, NPQH

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www.devizeschool.co.uk



@DevizesSchool



**Devizes School
& Sixth Form College**

Raising aspirations, building futures

19th October 2018

Dear Parents,

At Devizes School we have very high standards including our expectation of full attendance and punctuality to school and lessons. As we near the end of Term 1, I would like to thank and congratulate the many parents and carers who make sure that their children get the most out of their education by attending every day and arriving on time. We actively encourage and recognise exceptionally good attendance and celebrate students with excellent attendance records throughout the year in a variety of ways. 100% attendance during a single term also gain house points for the student.

We do understand there will be times when your child is too ill to attend school or he/she has to attend an important appointment. On these occasions it is important that parents phone the school on (01380) 724886 or send an email on absence@devizes.wilts.sch.uk. An absence letter must be brought by your child to their tutor on the first day back after any absence. This should be signed and dated by the parent, giving the child's name, tutor group and clearly stating the reason for the absence.

We also appreciate it can be tricky deciding whether or not to keep your child off school when they're unwell. The guidance below is taken from the NHS website and includes information on common childhood illnesses where school is missed when it needn't be. When trying to decide whether your child could come to school please consider this advice.

Coughs and colds - It's fine to send your child to school with a minor cough or cold. But if they have a fever, keep them off school until the fever goes. Encourage your child to throw away any used tissues and to wash their hands regularly.

Sore throat - You can still send your child to school if they have a sore throat. But if they also have a fever, they should stay at home until it goes away.

Menstrual Cramps - School should not be missed due to 'the time of the month'. It's important for your child to have pads or tampons with them at all times and ensure that they are comfortable making regular trips to the bathroom. Consider a suitable 'hiding place' for products, whether it be a spare 'pencil case' or a side pocket of their bag as some children can feel nervous about sanitary products being discovered. It's also a good idea to have a spare pair of underwear for in case of emergency. Consider whether medication is needed if nausea and pain is recurring and talk to school about whether this can be stored for use at school, or whether your child will need to take this before school. We do have emergency products available should a child not have access to them. Please make your child aware that teachers and staff at school will be more than prepared to help with this problem.

Conjunctivitis - You don't need to keep your child away from school if they have conjunctivitis. Do get advice from your pharmacist. Encourage your child not to rub their eyes and to wash their hands regularly.

Head lice and nits - There's no need to keep your child off school if they have head lice. You should treat your child and send them into school.

We have a First Aid Room that is open at break and lunchtimes for students who need to take medication by prior arrangement and at other times a First Aider is available for medical emergencies. Students should not be using this facility for minor ailments such as those listed above.

There are two registration sessions in a school day so if you can, send your son/daughter in later in the day if they appear to improve as every session counts.

Thank you for your support in helping to raise attendance, if you need support or advice relating to your child's attendance, please contact your child's tutor, their Pastoral Leader or the Attendance Officer, Miss Hey, via the Main School Switchboard on 01380 724886.

Yours sincerely

Mrs V M Mackay

Assistant Principal – Attendance, Behaviour and Inclusion

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