

Rowsley C of E Primary School

Woodhouse Road, Rowsley, Matlock, Derbyshire, DE4 2ED

Tel: (01629) 733727

Email: info@rowsley.derbyshire.sch.uk

Head Teacher: Mrs Alexia Wyer



Tuesday 13th June 2023

Dear Parents and Carers,

Medical Appointments in School Time

We have noticed a recent increase in children attending medical appointments during school time, resulting in children and their siblings being late for school, or absent for half/full days.

We ask that you please make every effort to avoid booking medical and dental appointments during school time. Where this is unavoidable, parents/carers should put this in writing before the appointment, either by email to info@rowsley.derbyshire.sch.uk or in a note to the school office, and attach a copy of the appointment card or hospital letter. Alternatively, you can show the appointment text message from your doctor/dentist to your child's class teacher or Mrs Middlebrook. Please include the time you will collect your child, and the time that they will return to school.

If your child will be late into school because of an urgent, on-the-day appointment, please phone the school on 01629 733727 and leave a message on the voicemail before 9.00am. You will be asked to show an appointment card/text when your child is brought into school.

If another member of the family has a medical appointment, this is not grounds for your child not attending or arriving late. If transport to school is an issue, please contact school beforehand and we can help organise for your child to be in school on time.

In all cases when arriving late, please ensure that your child is accompanied by an adult, signed in and a specific reason given at the school office for safeguarding reasons.

Thank you all for your cooperation.

Best wishes

Mrs Alexia Wyer
Executive Headteacher