

## **Medical Appointments**

Wherever possible please arrange appointments outside of School hours as we can only mark pupils present if they are here for the AM and PM registration times.

If your child will be late in or has to leave school for a medical appointment, please inform the college prior to the appointment. Please provide an appointment card or letter as proof of the appointment. Without this your child may not be released from School or the leave will be unauthorised.

It is excepted that usually a student will not be absent for a whole day due to an appointment, and the student is expected to return to school after the appointment time. College may not authorise the absence if it is reasonably expected that your child could return to school and does not.