Absence policy

We do worry about our little people when they’re not here so if they are off for any reason could you please give us a call or text to let us know why they are off.

If we have not been called by 9am we will give you a quick call just to make sure everything is ok.

Each child has an absence tracker in their file and we will record absences and the reasons for it. We will track any patterns of absence if they occur and you may be invited in for an absence meeting.

Please note while we accept term time holidays occasionally occur these are not paid for as part of the funding entitlement for 2, 3 and 4 year olds, therefore this will be invoiced separately and any fees will need to be paid directly to nursery.

Please note that repeated unexplained absence is seen as a safeguarding concern and we have a duty to report this in accordance with the procedure outlined in the safeguarding policy.

We will handle all data under the GDPR requirements