



“Live, Laugh, Learn”

SIMPLY SENSORY ATTENDANCE POLICY FOR PARENTS/CARERS

September 2021 - 2022

Reviewed: September 2021

Next Review Date: September 2022

Attendance

Parents and Carers of children are responsible for ensuring that their children attend their scheduled sessions on time. Therefore, we will be working in partnership with our parents and carers in order to achieve this and ensure that the timing of all sessions is mutually convenient for all staff, parents/carers and pupils.

Absences

There are two types of absences Authorised and Unauthorised:

Authorised absences include illness, religious observance and compassionate leave such as a bereavement.

Unauthorised absence includes reasons such as social events, family celebrations and holidays during term time.

However as Simply Sensory provides a bespoke one to one service we ask that any change to scheduled education sessions will be agreed in advance with the parent/carer following the learning agreement.

Communication

Simply Sensory would ask that Parents and carers notify them as soon as possible for any change to scheduled sessions.

Educational Welfare

Simply Sensory works very closely with the local authority and will ensure that the timing of all sessions is mutually convenient for all staff, parents/carers and pupils.