



# Cantley Primary School

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School Lane, Cantley, Norwich NR13 3SA



AIM Federation: Small schools, big opportunities

Friday 20th September

Dear Parents and Guardians,

## Reminder: Reporting Student Absences

We hope this message finds you well. This is a friendly reminder that if your child is going to be absent from school, you must call the school office by 9:30 am on the day of the absence. To report an absence, please call the main school number and press line 1 to leave a voicemail with your child's name and the reason for their absence.

**Important:** Please note that we do not accept emails to staff or the school office as a method of reporting absences. Any absences reported via email will be followed up with a phone call. If a reason for absence is not provided, it will be marked as unauthorised.

Today, in assembly, the children were excited to learn about our attendance incentive! Each week, the class with the highest attendance can earn £10, which can be saved up for fantastic rewards, such as a visit from an ice cream van, a class trip to the zoo, or other exciting external activities.

We value your child's attendance and are committed to creating a fun, engaging, and dynamic learning environment. School is not just a place for learning new concepts; it's a space where your child can connect with friends, engage in interactive lessons, and participate in exciting activities that spark curiosity and build lifelong skills. We love seeing your child's enthusiasm and joy as they learn and grow with their peers.

Thank you for your continued support in ensuring that your child attends school regularly. Please don't hesitate to reach out to the school office if you have any questions.

Warm regards,

Kathryn Andrews  
Head of School