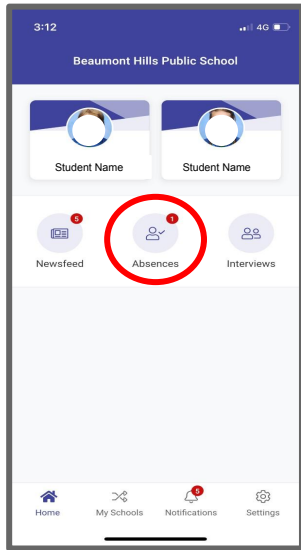
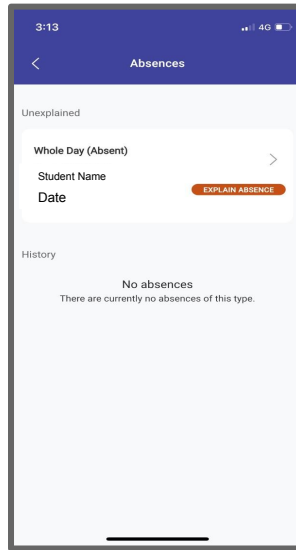




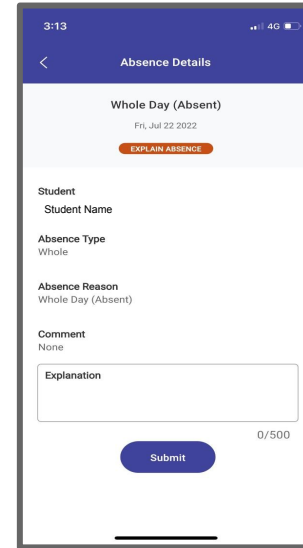
Explaining an absence in the *central parent portal*



Automatic non attendance messages that require action will appear on the homepage



Click on the arrow



Provide a reason for the absence here and select 'SUBMIT'

Automatic non attendance messages are sent at 10:30am each day.

Once this message has been received you can provide a reason by following the steps above.

Some parents are currently having issues entering an absence prior to the automatic non attendance message arriving. If this is the case for you, please wait for the automatic message and you will then be able to enter a reason as per above.