



Hanbury's Farm Community Primary School

Federated with Oakhill Community Primary School

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Dear Reception parents,

It has come to our attention that some parents are informing school that their child won't be in due to illness through the Famly app.

As much as we appreciate that you are informing us that your child won't be attending school, we would like to remind you that the Famly app should **NOT** be used to inform us of this.

Reception staff do not always get time first thing to check messages on the Famly app and therefore, any messages regarding your child's absence does not get passed through to the school office.

Can we kindly remind you that if your child is going to be absent from school for whatever reason, you **MUST** contact the school office directly and not via the Famly app.

Thank you for your co-operation with this matter

Kind regards

School Office/ Attendance Officers