

HASMONEAN HIGH SCHOOL

JEWISH SECONDARY SCHOOLS MOVEMENT

Executive Headteacher: Mr. David Fuller

11th September 09/22 Ellul 5769

Dear Parents,

Re: Notifying the School of Student Absence.

Please note that should your son/daughter be absent from school you are legally required to inform the school of the reason for absence. This can be done by calling the school absence line on the first day of the absence and every subsequent day.

Boys' absence line – extension 295
Girls' absence line – extension 395

On your child's return to school, please send in a note including the dates and reason for absence. At the back of the student planner there are several absence slips to use for your convenience . Please also note that requests for exit passes must be made in writing and handed into the office on the day prior to which it is required.

The school calendar dates are published on the website and holidays should not be taken outside of these dates. Should you need to request permission for leave of absence, you must do so in writing to the Head Teacher at least two weeks in advance. Authorisation for such absences will only be considered in exceptional circumstances.

Thank you for your cooperation.

Yours sincerely,

J Thomson

R Fink

Mrs J Thomson
Assistant Head Teacher
Student Development (Boys)

Mrs R Fink
Assistant Head Teacher
Student Development (Girls)

Girls' Site:
2-4 Page Street, London NW7 2EU
Tel: 020 8203 4294 Fax: 020 8202
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Boys' Site:
Holders Hill Road, London NW4 1NA
Tel: 020 8203 1411 Fax: 020 8202

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