



## REPORTING YOUR CHILD'S ABSENCE

If your child is unable to attend school, we have a number of different options for you to report this:-

- Ringing our dedicated attendance line - 01582 587260 - selecting option 1 - available 24/7
- Emailing: [attendance@downside.primaryluton.co.uk](mailto:attendance@downside.primaryluton.co.uk)
- Texting: (+44) 07537436350

Whichever option you use please ensure you provide the following information:-

- Child's full name
- Class name
- Reason for absence