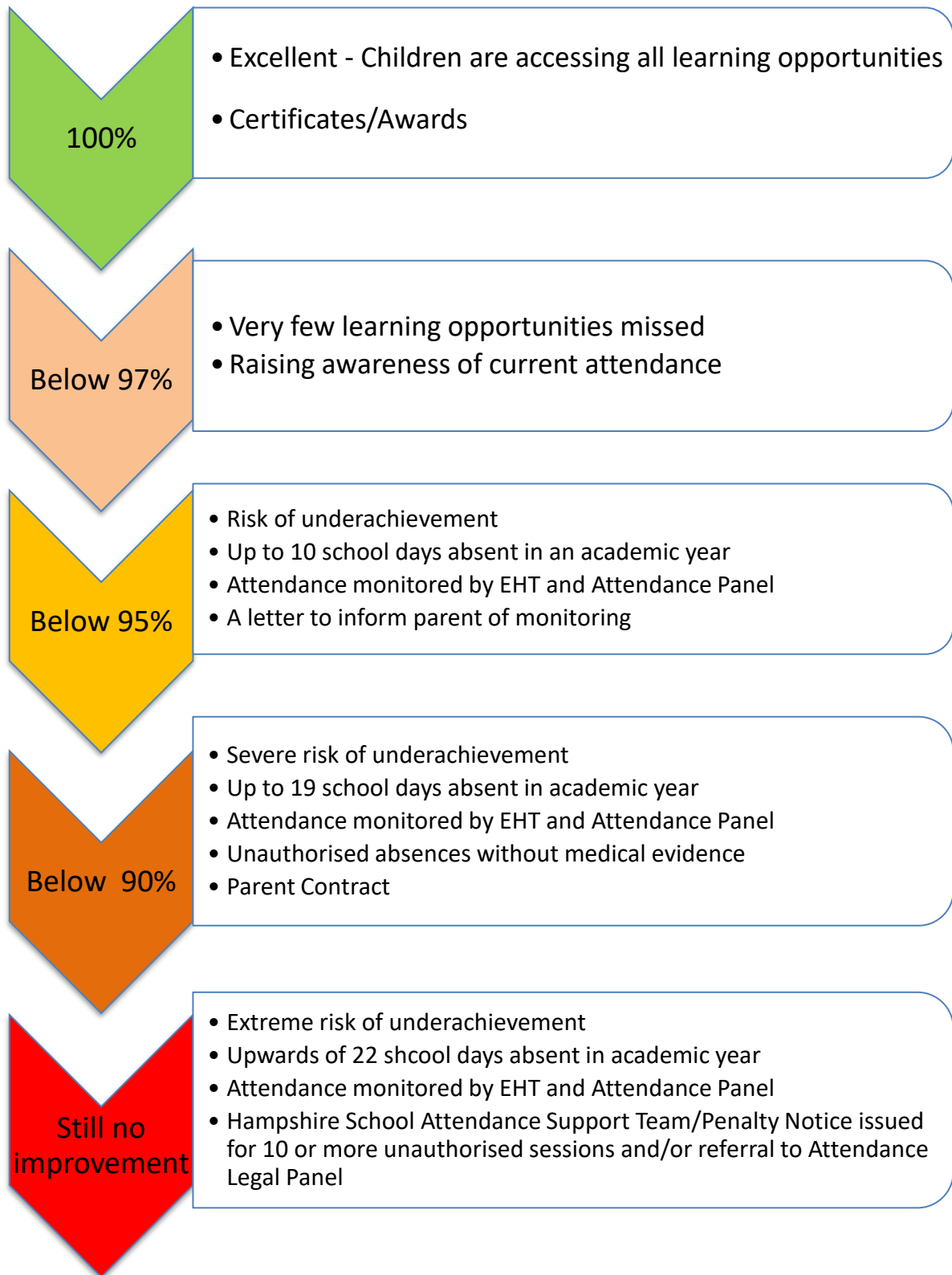


Attendance Flow Chart



This flow chart does not cover unauthorised holidays; a Penalty Notice will be issued for all unauthorised Leave of Absence for holidays during term time.

Lateness Flow Chart

