



Is your child absent from school?

Ma joogaa ilmahaagu dugsiiga maanta?

Please tell us — every day your child is away
Fadlan noo sheeg — maalin kasta oo ilmahaagu aan imaanin



Call before 9:00am

Wac kahor 9:00 subaxnimo

Every day your child does not come to school
Maalin kasta oo ilmahaagu dugsiiga aan imaanin

WHAT HAPPENS IF YOU DON'T CALL? *Maxaa dhacaya haddaadan wicin?*

1



We will call you

Waan ku wici doonaa

School will ring your phone to check your child is safe
Dugsigu wuxuu kugu wici doonaa telefoonkaaga si loo hubiyo in ilmahaagu nabdoon yahay

2



We may visit your home

Waxa laga yaabaa inaan gurigaaga booqanno

A member of staff may come to your house to check
Xubin ka tirsan shaqaalaha dugsigu waxa ay yimaadi kartaa gurigaaga si ay u hubiso

HOW TO TELL US YOUR CHILD IS ABSENT *Sidee noogu sheegtaa in ilmahaagu maqan yahay*



Call the school

Wac dugsiiga

0121 566 4450

Press Option 1 to leave a message
Riix Doorasho 1 si aad farriin u taagto



School Gateway app

App-ka School Gateway

Send a message in the app

See instructions on the back
Arag tilmaamaha dhinaca dambe



Do NOT send an email

HA u dirin email

Email is not checked for absences — please call or use the app
Email-ka lama hubisto maqnaanshaha — fadlan wac ama isticmaal app-ka



Questions about your child's absence?

Su'aalo ma qabtaa ku saabsan maqnaanshaha ilmahaaga?

0121 566 4450 — Option 5

Speak with the school office team
Kula hadal kooxda xafiiska dugsiiga

Reporting Pupil Absence via School Gateway App

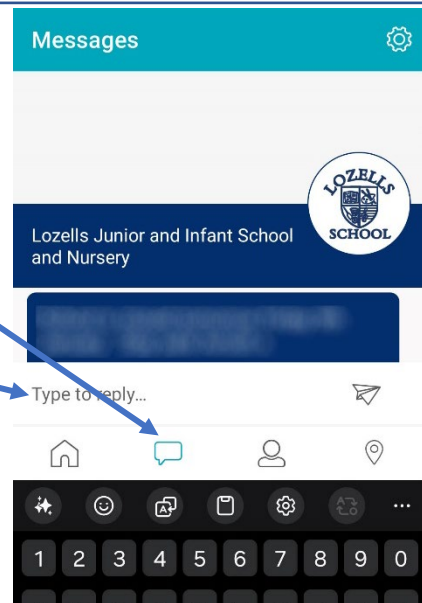
Guide

1. Open the School Gateway app



2. Tap the 'Messages' button

3. Tap the message box to start typing



4. Please include in your message,

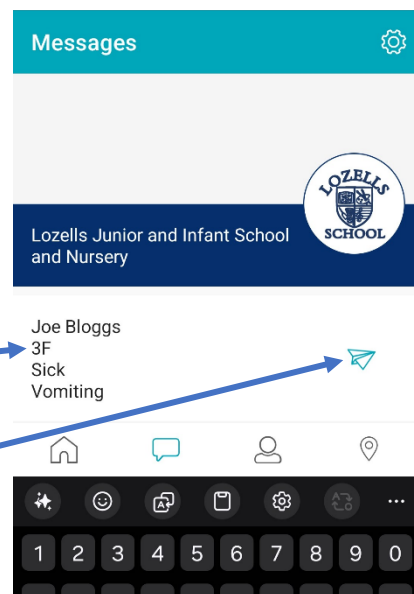
Child's Full Name

Class

Reason for absence

Symptoms

(example)



5. Tap the send button

