



Office Hours: Monday - Friday 8 - 3 pm



Update Information:

Please ensure the office has your most current contact details, including phone numbers, email addresses and emergency contacts. If any of your information has changed, contact the office or pop in to update your records. This helps us keep you informed and your child safe.

Student Absences:

A reminder to families that if your child is absent from school for three or more consecutive days a medical certificate is required to explain absence. This helps us keep accurate attendance records and ensure student wellbeing.

Early & Late Arrivals:

If your child arrives late to school they will need to attend the office to collect a late slip to take to their class Teacher.

If your child needs to leave school early, please present at the office upon arrival to collect an early departure slip. This slip is required to notify classroom staff that your child has been signed out and has permission to leave the school grounds.

We appreciate your support in helping us maintain clear and consistent processes to ensure the safety of all students.