



Growing Together For Success

ASHGROVE SCHOOL

48 Seddon Street
Rangiora 7400
Phone: 03 313 8552

Email: admin@ashgrove.school.nz
Website: www.ashgrove.school.nz

15th September 2021

Kia ora koutou Ashgrove Whānau,

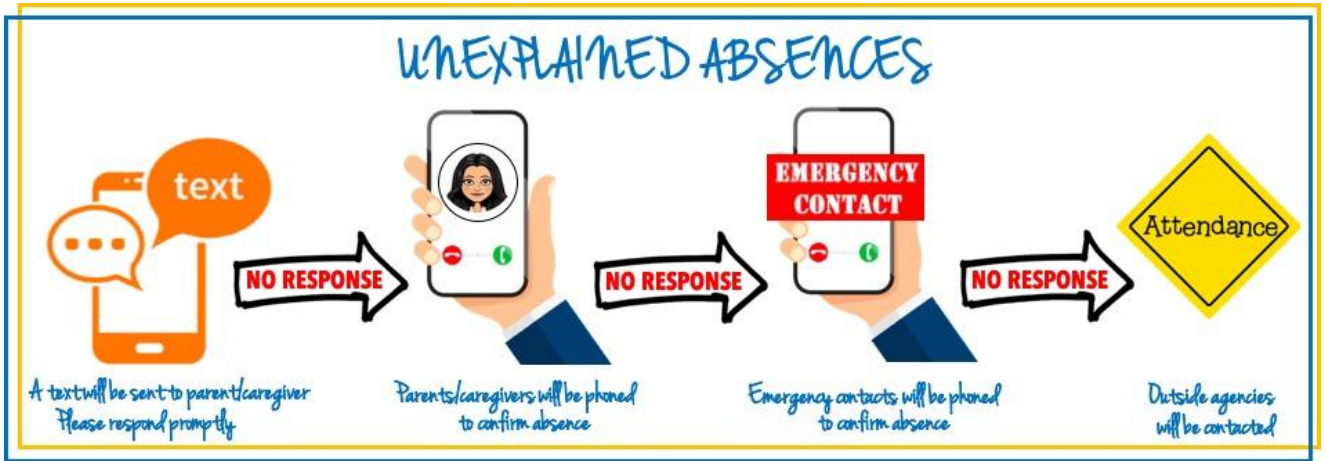
Your child(ren)'s health and safety is of paramount importance to us at Ashgrove School. Therefore, we need to have full, complete and accurate contact information for caregivers, AND emergency contacts. If you need to update this, please contact Angi Pook in the office ASAP.

We urgently request all parents and caregivers support the school in promptly notifying us of a child being absent.

Please notify the office **before 9am** using one of the following; the Ashgrove School App, text the school cell phone (027 817 3303) or phone the school office (313 8552). Please state the reason for your child's absence.

When school begins teachers take the attendance register (by 9.05am) and indicate any students who are absent. The office staff check for any unexplained absences and text those parents/caregivers. If you receive a text **please respond as soon as possible**. If we receive no response from the text then we will phone parents/caregivers and emergency contacts if needed. If this does not confirm a student's absence then we will contact outside agencies. This process is to ensure the safety of all of our ākonga.





Ngā Mihi

Leon Van't Veen - Gibbon

Principal | Ashgrove School

principal@ashgrove.school.nz