



CLAREMONT HIGH SCHOOL

A MULTI-SPECIALIST COLLEGE

Pupil Absence Reporting

All absences should be reported by 9am and everyday of the absence that the child is off.

Phone

To report pupil absence via telephone, please ring the school on **0844 850 0093**, choose option 1 and leave a message.

Please include child's name, form group, reason for absence, relationship to child and a contact phone number.

Email

To report pupil absences via email please email absence@claremont-high.org.uk.

Please include full name of child, form group, reason for absence and the relationship you have to the child in the email.

Emails will only be accepted from the named contact on the school database. A text will then be sent to say we have received and dealt with your email.