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Dear Parent/Carer

I am writing to you about rules in place for toilet visits during lesson time.

Students are expected to remain in lessons at all times to maximise their learning. If every member of staff allowed one student to visit the toilet during a lesson, at least 40 students could be out of class at any one time.

We do understand that there are extenuating reasons when a student needs to go to the toilet during lesson time. Some students will have a permanent authorised pass if a medical reason proves they need a toilet visit above average to others. If this is your child, please provide proof and have a conversation with your child's Progress Leader.

We also understand that there may be reasons that are daily, which means a student needs to visit the toilet more regularly than other students. If this applies to your child, they can see their Progress Leader or member of the pastoral team each morning to receive a daily toilet pass to use the toilet in lessons.

If students produce their authorised passes in their planners, staff will let them go to the toilet within the main part of the lesson (not the start or finish).

Students without passes have the opportunity to go to the toilet before school starts, at every lesson change-over, breaks, lunches and after school finishes.

We welcome your support in this.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C Robson', written in a cursive style.

Mrs C Robson
Principal

