



Devizes School & Sixth Form College

Raising aspirations, building futures

Devizes School
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May 1st 2026

Dear Parents and Carers,

We would like to inform you that the White Horse Federation Trust is strengthening its procedures regarding medical appointments during school time.

Where possible, we ask that parents and carers provide evidence of any medical appointments which occur during school time so that absences can be accurately recorded and authorised. This may include:

- Appointment cards
- Text or email confirmations
- Letters from the medical provider

Evidence can be shown to the school office staff in person or sent via email.

We appreciate your cooperation in helping us maintain accurate attendance records and minimise disruption to your child's learning.

If you have any questions, please contact the school office.

Kind Regards,

Mr B. Cave

Associate Headteacher/School Attendance Champion