



Grange Infant School
Delamere Drive, SN3 4XE
T: 01793 822357
E: admin@grange-inf.swindon.sch.uk
<https://grange-inf.swindon.sch.uk/>



Grange Junior School

Grange Junior School
Grange Drive, SN3 4JY
T: 01793 822405
E: admin@grange-jun.swindon.sch.uk
<https://grange-jun.swindon.sch.uk/>

19th May 2026

Dear Parents/ 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,

Mrs E Rudman

Attendance lead

Grange Infant and Junior School