



Attendance Policy School Specific Key Information

School	Gilberdyke Primary School
Telephone number	01430 440668
Email	admin.gilberdyke@hcat.org.uk
Headteacher	Mrs Melissa Shirley
Strategic School Attendance Lead	Miss Jo Beeston
School Attendance Officer	Mrs Stacie Smith
Designated Safeguarding Lead	Miss Jo Beeston
Deputy Designated Safeguarding Lead	Miss Anna Scargill
School SENCo	Mrs J Farrow and Miss A Scargill
Trust Attendance Lead	Miss Jo Beeston
Trust Safeguarding Lead	Suzanne Wilson Suzanne.wilson@hcat.org.uk

School Hours

Start of the school day.	8:45-9am am
Registers close.	9:05 am
End of the school day.	3:30 pm