## OFFICE INFORMATION



## Attendance

All absences must be reported to the school on the first day. Please telephone to leave a message on 02920619022 Option 1.

Alternatively, you may wish to email: <u>allensbankprm@cardiff.gov.uk</u>

**DID YOU KNOW?:** If your child has 80% attendance each year this will equate to 1 whole year off school during the 6 years spent at Primary School!

## School Meals



Our school kitchen provides a choice of hot meal and sandwiches which are prepared on site. Payments for school meals are made through Parent Pay and orders placed electronically with the catering office. New parents will receive instructions on how to set up a payment account with Parent Pay.

Parents who are in receipt of social security benefits may apply for free school meals for their children and also make meal choices using Parent Pay.

## Uniform

Polo shirt Sweatshirt Fleece

Are available from 2 suppliers
YC Sports, 90 Crwys Road, Cathays, Cardiff
www.ycsports.com

Or online only at www.safewearuk.com

