



BEARSDEN ACADEMY

Quick Parent Guide to contacting the school

WHAT DO I DO WHEN MY CHILD IS UNWELL?

East Dunbartonshire Council's policy states that parents should notify their child's school if their child is absent from school. In some instances it might not be possible for parents to pre-notify the school of an absence because their child may have become unwell during the night. In these circumstances, parents should notify the school before 8.50 am on the morning of absence. Parents should include the reason for absence and likely duration of absence in their message. The telephone number for the pupil absence line is: 0141 955 2345.



I HAVE A QUESTION ABOUT A CLASS, LEARNING OR A CONCERN ABOUT MY CHILD

Your child's Guidance teacher is the main contact within Bearsden Academy. They will work with your child regularly, both in class (during Personal and Social Education) and through meetings and updates. Some of these are part of the process for settling in to the school, choosing subjects, and applying for opportunities beyond school.



You can find the contact details for each guidance teacher [on this page](#). You can also email the office address (office@bearsdenacademy.e-dunbarton.sch.uk).

For each year group, there is a Year Head who can also answer questions about your child's experience in school.

I HAVE FEEDBACK OR WISH TO SUGGEST IMPROVEMENTS FOR THE SCHOOL

The Parent Council is the body that represents the views of parents within the school.

The Parent Council meets regularly and is open for all members of the Parent Forum (any parent/carer who has responsibility for a child at Bearsden Academy).



Details of this Parent Council can be found on the [Parent Council page](#).