



Lindow Community Primary School

School Policies

Control Sheet

Policy: **Register of Pupils (admission to school and attendance)**

Policy Type: **Statutory**

Author: **Headteacher**

Owner: **Headteacher**

Approved by: **Governing Body**

Reviewed: **Annually**

Policy: Register of Pupils (Admission & Attendance)

Lindow Community Primary School's Register of Pupils is held in the School Office and is available on request to the Headteacher.

A record of when pupils were admitted to the school and their attendance is also available upon request from the office.