



12 Courtenay Hill, Newry, Co Down, BT34 2EA
Phone: (028) 3026 2175

September 2016

Dear Parents

As we start/continue the St Clare's Abbey journey I would like to obtain your permission in relation to a pastoral procedure, which particularly relate to our younger pupils:

We would appreciate if you would send in a change of pants and socks for your son/daughter in the event of a toileting accident. It would be helpful if you could supply these in a plastic bag with your child's name clearly written on it. I would also appreciate your authorising our staff to change him/ her if necessary.

Important: If your child soils him/herself, we will contact you and ask you to come to school to change his/her clothing. We have found that this is the best arrangement in such an event as this can be a distressing experience for children.

Please sign the attached permission slips and return to school to be held on our records.

Yours in partnership,

Mrs Michelle Monaghan

ST CLARE'S ABBEY PRIMARY SCHOOL

I permit my son/daughter _____ to be changed by school staff in the event of him/her having a toileting accident.

Class: _____

Signed _____ Date: _____



Principal: Mrs M Monaghan MEd (Educational Management) PQHNI
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