



Haileybury Malta

Information for New Families

Absence

Please be reminded that we are legally required to keep detailed attendance records. If your child is unwell, you must inform us on each day of the absence. If you need to request a Leave of Absence, this must be done in advance and in accordance with the conditions set out on the form.

Catering

We work with [Thomas Franks Malta](#) as our Catering partners. Lunch and snacks are provided for all pupils as an essential part of their education. They are an established and experienced school catering company and are able to cater for all dietary requirements. If your child has a specific dietary need, please indicate so on our medical form and we will be in touch to discuss this with you. School meals and snacks are included in the fees.

Timings of the School Day

Your child may be dropped off at school from 7.30am onwards, but must be in school by 8.45am. The teaching day ends at 3.30pm, and Form Time continues until 3:45pm. You are welcome to collect your child then. Extra-curricular activities, including Homework Club, will take place every day until 5.15pm when the buses will depart. Your child must be collected by 6pm.

Term Dates

These are published on the school website.

Consent Forms

Please take the time to read and complete the attached consent forms, and return them via email or bring hard copies to the school office during the first week of term.

Educational Needs

If your child has a specific learning need, if you have not already done so then please send any Educational Psychologist or medical reports to office@haileyburymalta.com as soon as possible so that we are able to put in place their Individual Education Plan before the start of term.

iPads

iPads are a requirement from Year 5 upwards and new devices with the correct specifications can be purchased through the school. Please ensure your child have a sturdy case for it. You are more than welcome to add accessories such as a foldable keyboard. If your child has an iPad already that you would like them to use for school, please note that it must be WiFi only and will need to be configured for our school Multi-Device Management system (Jamf) with your child's school email address.

Transport

Haileybury Malta is part of the Government's free school transport scheme, working with our partners at MaltaCoop. If you need guidance with signing up for this service, please contact the school office. Please note that the school is not responsible for coordinating the bus routes.