



STUDENT ATTENDANCE POLICY

Compulsory Enrolment and Attendance at School

Under the *Education Act of South Australia*, parents and/or caregivers are held responsible for the regular attendance of all children in their care.

All children aged between **6 and 16 years of age** must be enrolled and attend school regularly.

At Beachport Primary School:

- Learning lessons are from 8.55am to 3.15pm
- Please ring the school if your child is away to let us know—a written note is required when the child returns. This could be provided on a slip provided by the school, in the students diary or by email.
- If a student is late arriving to school, please sign the child in at the front office and inform the teacher upon arrival.
- The teacher will contact you in any absence of 2 or more days that is unexplained, or when regular absences occur. A record of these calls is kept.

Is Regular Attendance Important?

Yes: from the first day! If students miss the basic skills in the early years of school they often experience difficulties later. It has been shown that irregular attendance in the early school years can lead to poor patterns of attendance in Primary and High School.

- Six days absences per term, from Junior Primary until the end of Year 7, equals one year of schooling missed!
- Half an hour late each day equals five days absence each term.

Must I Send My Child Every Day? YES!

Unless:

- The child is too sick to attend.
- The child has an infectious disease like chicken pox etc.
- The child is incapacitated by injury preventing movement around school.
- The child has obtained an *Exemption* to attend a family holiday that cannot be arranged in the school holidays. Exemptions should be arranged with the Principal prior to the absence.
- The Principal is provided with an acceptable reason preventing the child's attendance.

STUDENT ATTENDANCE POLICY Cont'd

MUST I NOTIFY THE SCHOOL IF MY CHILD HAS BEEN AWAY?

YES : you are required to notify the school of absences as they occur verbally and by a written note when the child returns to school.

SHOULD I NOTIFY THE SCHOOL IF MY CHILD REFUSES TO GO TO SCHOOL?

YES : you should contact the Principal and seek assistance immediately.

WHAT KIND OF ASSISTANCE IS AVAILABLE?

Student Attendance Counsellors are members of professional service to students, parents and/or caregivers and school staff. They aim to assist with the full participation of all students in education. They are based at the District Education Office.

WHAT IS THE ROLE OF THE STUDENT ATTENDANCE COUNSELLOR?

The Student Attendance Counsellor may assist by:

- Working with students in a supportive counselling role.
- Visiting students at home and consulting with parents and/or caregivers.
- Identifying reasons for student non-attendance and making appropriate referrals.
- Monitoring students attendance and reviewing progress as necessary.