

EVERY DAY COUNTS

1 or 2 days a week doesn't seem much but ...

If your child misses...	that equals...	which is...	and over 13 years of schooling that's...
1 day per fortnight	20 days per year	4 weeks per year	nearly 1½ years
1 day per week	40 days per year	8 weeks per year	over 2½ years
2 days per week	80 days per year	16 weeks per year	over 5 years
3 days per week	120 days per year	24 weeks per year	nearly 8 years

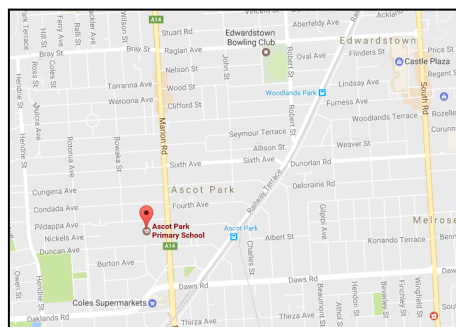
How about 10 minutes late a day or if I pick my child up 10 minutes early? Surely that won't affect my child?

If your child misses...	that equals...	which is...	and over 13 years of schooling that's...
10 mins per day	50 mins per week	nearly 1½ weeks per year	nearly ½ year
20 mins per day	1hr 40mins per week	over 2½ weeks per year	nearly 1 year
30 mins per day	half a day per week	4 weeks per year	nearly 1½ years
1 hour per day	1 day per week	8 weeks per year	over 2½ years

If you want your child to be successful at school, then YES, all day attendance and punctuality matter!



ASCOT PARK PRIMARY SCHOOL
R-7 SPECIALIST PHYSICAL EDUCATION & SPORT SCHOOL



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Ascot Park Primary School 2019



Government of South Australia
Department for Education

Student attendance is everyone's business.

Regular attendance at school is a shared responsibility between parents/carers and school. Research shows that success in learning and later in life is directly proportional to regular attendance and participation in schooling.

**BE HERE
ALL DAY, EVERY DAY!**



ATTENDANCE MATTERS

At Ascot Park Primary School we are committed to educational excellence and provide a safe, success orientated, caring learning environment. We work in partnerships with families to provide students with learning opportunities that provide a solid foundation for the future.

Regular attendance and participation in schooling is an important factor in educational and life success. Early identification and intervention in poor attendance is known to improve student learning outcomes. Monitoring of attendance enables identification of students at risk, assessment of the causes and the early implementation of intervention strategies.

Attendance is linked to the quality of the teaching and learning program and the development of relationships, which then foster improved learning outcomes and increased wellbeing for individuals and groups. All staff model and set an example for students by encouraging and emphasising attendance and punctuality.

Parents/carers are also requested to be good role models for their children. Consistent and habitual absences, late arrivals and early departures are detrimental to students' success and progress at school.

The Department for Education attendance rate target is 95%



ALL DAY, EVERY DAY

Valid absences

Valid reasons for parents/carers to keep a student away from school include:

- the student is too sick to leave the house or has an infectious disease like chicken pox, mumps or measles (please notify the school asap if this occurs)
- the student has an injury preventing movement around school
- the student is going on a family holiday which cannot be arranged in school holidays - an exemption form available from the front office must be completed
- the principal is provided with any genuine and acceptable reason preventing the student's attendance eg participation in a state or national sporting event

Notification of absences

- Parents/carers are asked to contact the school by 9am on the day if their child will be away via phone, email, Skoolbag or Class Dojo/SeeSaw
- On return to school, if the parent/carer didn't contact the school, a verbal or written explanation must be given by them so that 'unexplained' on the roll can be changed
- After 3 consecutive days, a written note or medical certificate must be supplied

Late arrivals

- Students who are late must be signed in at the front office which is then recorded on the roll
- They will be given a late arrival slip to give to the class teacher

Early departures

- Parents/carers must inform the class teacher or front office if they wish to collect their child early
- Parents/carers must sign their child out at the front office and this is recorded on the roll
- For student safety and learning, parents/carers are to wait in the front office for their child to be sent over and not go to classrooms

We request that whenever possible, appointments are made outside of school hours

RESPONSIBILITIES

Parent/carers

- Are responsible for getting their child(ren) to and from school
- Ensure their child arrives at school between 8.30 and 8.50am. They must not arrive at school before 8.30am (unless booked into OSHC or participating in a sports program) as there is no teacher on yard duty
- Ensure their child attends school every day during the school term (unless there is a pupil free or school closure day)
- Provide the school with an appropriate explanation for a student's absence via phone, email, Skoolbag, ClassDojo/SeeSaw, written note or medical certificate
- Must sign their child in at the front office if they are late for school, explaining the reason
- Must inform the class teacher or front office prior if they need to collect their child early
- Parents/carers must sign their child out at the front office and wait for their child there. Parents/carers must not go to the classroom to collect their child as this disrupts the educational program and other students' learning
- Inform the school of extended absences and complete an exemption form available from the front office
- Contact the school for assistance and support if their child refuses to attend



Students

- Attend school every day, all day unless there is a valid reason
- Are punctual for school and all lessons and activities
- Engage and participate appropriately in all teaching and learning programs and lessons