



Student Attendance Policy

Reviewed : January 2022

Compulsory Enrolment and Attendance

Under the Education Act of South Australia, parents and caregivers are held responsible for the regular attendance of all children in their care. This legal responsibility begins from the time students start school (not age 6 as previously required).

School Procedure

- Lesson times are from 8:55 to 3:15pm
- If your child is going to be away please phone the school to let us know and / or send a note when they return to school.

The school will contact you if we have not been notified of any absences especially of 3 day duration or longer.

Must I send my child every day?

YES – Unless:

- The child is too sick to attend.
- The child has an infectious disease such as chicken pox, measles or mumps.
- The child is incapacitated by injury preventing movement around the school.

The child is accompanying his or her parents or caregivers on a family holiday, which cannot be arranged in the school holidays. This should be arranged with the Principal prior to the absence as formal exemption is required. For periods over 30 days, the Regional Director must provide exemption.

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 Junior Primary and Primary years often leads to the development of poor attendance at High School.

Six days absence per term from Junior Primary to year 7 equals one year of schooling missed.

Half an hour late each day equals 5 days absent per term.

What happens if my child has irregular or regular non-attendance?

- You will be contacted by the school either by phone, letter, or personal visit.
- A meeting will be organised to develop a student plan that focuses on regular attendance. This will include identifying reasons for student non-attendance and making appropriate referrals.

A Student Attendance Counsellor will be contacted to help facilitate the process.

Should I notify the school if my child refuses to attend?

YES – You should contact the Principal and seek assistance.



Government of South Australia
Department for Education

The school's Leadership Team and Governing Council last ratified this policy in	Date to be entered
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