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## What kind of assistance is available?

Attendance Counsellors are members of professional teams providing a supportive service to students, parents and/or caregivers and school staff. They aim to assist with the full participation of all students in education.

## What is the role of the Attendance Counsellor?

Attendance Counsellors assist by:

- Working with students and/or parents in a supportive counselling role
- Identifying reasons for student non-attendance and making appropriate referrals
- Monitoring student attendance and reviewing progress as necessary
- Providing advice to principals in relation to improving attendance.

**Student Attendance Counsellors  
are based at the  
Para Hills Office,  
26-34 Wilkinson Rd, Para Hills, 5096  
Phone 8314 4000**

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## Must I notify the school if my child has been or will be away?

**Yes:**

This is a legal requirement. Please notify the school of absences as they occur. Notification may be via Skoolbag app, phone call, note, email or in person to the front office.

On return to school, notes must be supplied to explain absences.

## Should I notify the school if my child is reluctant or refuses to go to school?

**Yes:**

You should contact the Principal and seek assistance immediately.

*\*Full policy available from the school on request\**

**Mount Pleasant  
Primary School**

Phone: 8568 2170  
Fax: 8568 2516  
Email: dl.0293.admin@schools.sa.edu.au

Issue : 5  
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Review Date : Term 3 2016

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# Student Attendance

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**Mount Pleasant  
Primary School**



*Our School, Our Community,  
Our Future*

**Tel: 8568 2170**

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## Mt Pleasant Primary School Attendance Expectations

- Lessons begin at 8:50am and the school day ends at 3:10pm.
- A teacher is on duty from 8:30am. Students should not arrive at school before this time. (Mt Pleasant Out of School Hours Care is available from 6:30am until 8:30am provided bookings are made.)
- Students should arrive between 8:30am and 8:45am and be ready to start lessons at 8:50am.
- Students are expected to leave the school grounds by 3:30pm unless they are attending Out of School Hours Care.
- If a student is going to be away please notify the school and send a written note when the student returns
- If a student is late arriving after the bell the student should report to the office and complete a late slip.
- The school will contact you if any absence is unexplained or when regular absences or lateness occur.
- Parents picking students up early (before 3:10pm) must report to the office and complete an Early Dismissal slip, which is then given to the class teacher.

## 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 must be enrolled and attend school regularly.

## Is regular attendance important?

### Yes: from the first day!

If students miss learning basic skills in the early years they often experience difficulties later.

It has been shown that irregular attendance in the 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 the end of year 7 equals one year of schooling missed.

10 minutes late each day equals one and a half days absence per term, this is 6 days (over one week) of missed learning in a year. Even a few minutes lateness affects a child's settling into the school routine. It's better to be at school five minutes early than five minutes late.

Irrespective of the cause, research shows that students who are absent for more than ten days per year are disadvantaged both educationally and socially.

## Must I send my child to school?

### Yes:

All children between the ages of 6 and 16 are required by law to attend school regularly.

## 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, mumps or measles.
- The child is incapacitated by injury preventing movement around the school.
- The child is accompanying his or her parents and/or caregivers on a family holiday that cannot be arranged in school vacations. In this case an exemption form completed and the absence approved by the principal.
- The principal is provided with an acceptable reason preventing the child's attendance.

*Where possible, dental and medical appointments should be made out of school hours.*

**In all cases please notify the school as soon as is possible.**

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