

### ***Every Day Counts!***

Good attendance and success go hand in hand. Research shows that students who have a good attendance record are more likely to achieve high results. Students are to attend school on every official school day gazetted by Education Queensland unless the student is ill or special circumstances prevent the student from attending. Students must be in attendance up to and including the last day of each term. Students who are absent for more than five (5) days in any one term are liable to lose any Centrelink entitlements or be required to refund payments received to Centrelink. Ideally students should have an attendance rate of between 90 and 100% for each Semester.

- **Missing 1 day per week = 40 days per year = 8 weeks per year**
- **Missing 1 day per fortnight = 20 days per year = 4 weeks per year**
- **Missing 2 days per week = 80 days per year = 16 weeks per year**

Low attendance rates can lead to poor numeracy and literacy skills as well as students experiencing greater difficulty gaining employment. Students with lower than 90% attendance may also not be able to participate in special school events. Students will be provided with their attendance percentage every five weeks to record in the Student Attendance Profile in the Student Planner.

Parents are asked to work with the school to make attendance a priority by not arranging appointments, study days, birthday celebrations and family holidays for during school hours. There will be times where there are extenuating circumstances (eg prolonged sickness, sporting or cultural opportunities overseas, family emergencies) and absences cannot be helped. During these times the school is always happy to make specific arrangements with parents in relation to their child's education. If students are going to be absent for more than 10 school days a parent/guardian must apply to the Principal for an exemption from schooling. Application forms are available from the office.

Periodically you will be updated on your child's attendance. This is done through an attendance certificate showing your child's attendance rate as a percentage and a scale to help you determine if you need to be concerned about his/her attendance. This rate includes both approved (sick, family, suspension days) and unapproved absences (those not yet explained) but does not include school organised excursions/activities (TAFE, work experience or Traineeships/apprenticeships). This certificate has been designed to show you that even though a student is absent from school for an approved reason they are still missing school and may be disadvantaged academically.

It can be difficult to get teenagers to attend school. There are resources available to parents to assist in getting students to attend school including:

- Department of Education, Training and Employment website  
[www.education.qld.gov.au/everydaycounts](http://www.education.qld.gov.au/everydaycounts)
- Contact the school office to arrange contact with a Year level Co-ordinator

Parents are required to let the school know the reason for the absence, if not beforehand, then within two days of their child's return to school. This can be done by ringing the Student Absence Line which is available 24hrs.

**Student Absentee Line – 07 3804 2380**

**Open 24 Hours**

# Regular school attendance

## Information for parents and carers

Did you know? Research shows that in Queensland, higher student attendance at school is associated, on average, with higher student achievement.

### Why is regular attendance at school important?

Regular school attendance will mean that your child has a better chance in life. Your child will achieve better when they go to school all day, every school day.

- they learn better
- they make friends
- they are happier
- they have a brighter future.

### Why must I send my child to school?

Under Queensland law, you must make sure your child of school age is enrolled and attends school all day, every school day unless they have an acceptable reason. Illness, doing work experience or competing in a school sporting event are acceptable reasons for being absent from school.

Principals decide if the reason given for your child's absence is acceptable.

Avoid keeping your child away from school for:

- birthdays, shopping, visiting family and friends, if they sleep in, looking after other children, minor check ups or care such as hair cuts.

Routine medical or other health appointments should be made either before or after school or during the school holidays.

### What should I do if our family is going on a holiday in school time?

You are encouraged not to schedule holidays during school time. If your family holiday is during school time, let the school know in advance and talk about what arrangements

can be made for your child. Depending on the circumstances the school may be able to provide tasks for your child to complete while they are absent or assist you to organise an exemption from schooling.

### Do I need to let the school know if my child has been away from school?

Yes, you must let the school know the reason why your child has been absent from school within two school days of their return. If possible, advise the school beforehand.

### Are you having problems getting your child to school for some of these reasons?

- won't get out of bed in the morning
- won't go to bed at night
- can't find their uniform, books, school bag ...
- slow to eat breakfast
- haven't done their homework
- watching TV
- have a test or presentation to do, have an assignment to hand in
- it's their birthday.

### If so, a set routine can help

- have a set time to go to bed
- have a set time to get out of bed
- have uniform and school bag ready the night before
- have a set time for starting and finishing breakfast
- set a time for daily homework activities
- speak about school positively
- be firm, send your child to school every school day including their birthday and the last day of term!

### What should I do if my child won't go to school?

You should contact the school as soon as possible for advice and support.

Every day counts – Is your child at school today?

[www.education.qld.gov.au/everydaycounts](http://www.education.qld.gov.au/everydaycounts)