



Richmond Primary School

Attendance Policy

Rationale

As a school community, we recognise that the majority of our students attend regularly. There are some for whom attendance and lateness is a concern.

Research indicates that poor attendance often results in lower learning achievement, poor self-esteem and less success at school in general.

Purpose

Our purpose is to ensure students can access the school curriculum and achieve to their potential educationally, socially and emotionally.

Success in learning is strongly linked to regular attendance and appropriate participation in educational programs. It is crucial that students develop habits of regular attendance at an early age.

Roles and Responsibilities

Improving attendance is best achieved through a whole school approach involving families and school staff.

Staff

Staff record attendance daily and if required will refer any concerns to school leadership. Leadership staff may contact families to discuss poor attendance. Issues may be worked through using a partnership approach involving all parties concerned.

Parents, caregivers, students

Our community will recognise the importance of attendance and work with school staff to overcome any barriers to regular attendance. Students will be expected to make every effort to attend school regularly and to be on time. If students arrive after 8.50 am they are required to come to the front office and receive a late slip from front office staff to give to their class teacher.

Parents are required to notify the school if a student is absent or late. Please SMS all absentee notification for your child to **0437 697 858**. Where communication has not been received, an unexplained absence will be entered on to your child's records and a text message sent to the parent as part of our morning routine, (asking for an explanation) to ensure safety and accountability is maintained for all students during school hours.

For more information please refer to

<https://www.education.sa.gov.au/supporting-students/health-e-safety-and-wellbeing/attendance-support-families>