

BELRIDGE SECONDARY COLLEGE



ATTENDANCE POLICY

Every day that a student does not attend school can have a negative impact on their learning.

The Department of Education monitors student attendance and works with other agencies and service providers to maximise student engagement with learning.

Belridge Secondary College communicates student attendance percentage with students and their families frequently throughout the term.

Reporting Student Absence: Middle School – Years 7, 8 & 9 – **08 9408 8033**
Senior School – Years 10, 11 & 12 – **08 9408 8034**

SMS MESSAGES ONLY 0400 209 241

Compass

	PARENT/CARER RESPONSE	SCHOOL RESPONSE
Absences:	<ul style="list-style-type: none"> Child absent from school due to appointments, sickness or unforeseen circumstances, notify the school Respond to text message from school to explain absence if haven't alerted school at the beginning of the day 	<ul style="list-style-type: none"> School sends text message at 9.00am and 3.15pm to notify parents of absence
Lateness:	<ul style="list-style-type: none"> Child late to school due to appointments or unforeseen circumstances, notify the school Child provided with a note to provide Student Services on arrival to school 	<ul style="list-style-type: none"> Student signs in at Student Services and receives a note to attend class Student arrives at school late without explanation <p>First Offence: warning Second Offence: break time detention Third Offence: after school detention</p>
Appointments/ Sickness/Injury:	<ul style="list-style-type: none"> Child leaving school due to appointments notify the school Child provided with a note to provide Student Services to school explaining absence 	<ul style="list-style-type: none"> Student signs out at Student Services and receives a note to leave school grounds If student is unwell or is injured at school, Student Services will contact parent/carer to arrange student to sign out
Truancing:		<ul style="list-style-type: none"> Student leaves school grounds without permission <p>First Offence: break time detention Further Offence: after school detention <i>*students required to make up the time missed</i></p>