

At Carlton School we aim to provide an organised and progressive education. By continually missing days your child will miss important steps in their learning.

If your child is away the school needs to know why..

Missing 5 days in 3 weeks equals losing 33% of a child's learning time..

Missing 10 days every term equals losing over 1 year of learning by the end of Primary School..

Missing 50 days a year equals losing 2 whole years of learning by the end of Primary School..

Carlton K-9 school aims to achieve quality education outcomes for all students. If children do not regular attend school they cannot gain maximum benefit from schooling. We promote regular attendance through:

- Ongoing student engagement programs and activities for children.
- Provision of a positive and supportive learning environment where students experience success.
- Positive parent communication.
- Liaise with families. via ACEO'S

Special notes

- Temporary exemption: - if a student is absent for an extended period of time for family travel/holiday, medical condition or other (conditional) the principal can approve an exemption.
- Exemption: - for absences greater than 1 month due to family travel, medical condition or other (conditional) reasons an exemption can be sought through the manager of the Regional Support Services.
- Late: - a child will be considered late if they are not in class 9:15 (if they arrived on the bus).
- DECD Department for Education and Child Development.
- ACEO: - this person can be used at any time in our process to seek advice or relevant information.
- ACEO: - are our liaison with families.

This policy refers explicitly to unexplained absences that impact on a student learning may lead to the appropriate step in this policy being implemented.

Carlton K-9 School Attendance Policy

Our Values are:

Doing you best

Responsibility

Respect

Caring for yourself and others



Principal—Mrs Leonie Falland
Carlton Primary School
Rupert Street
Port Augusta SA 5700

Phone: 86 422281

Fax: 86 423222

Email: dl.0981.info@schools.sa.edu.au

Carlton K-9 School Attendance Process

Non Attendance

Any day absent / late arrival

Written , verbal or phone explanation is provided by the parent / caregiver explaining reason for the non-attendance

No explanation provided

“Explanation Note” is sent home to seek reason for absence

Minor Attendance

3 unexplained consecutive days absent OR

5 days in 3 weeks of unexplained absences

“Minor Non-attendance Note” goes home to remind family of the importance of attending school

Chronic Non- attendance

10 days absent in a term OR

pattern of absence over a 3 week period

Chronic Non-attendance meeting held with parent/ caregiver, teacher/ principal and an ‘Attendance plan’ developed and future meeting time agreed upon

Regional Student Attendance Counsellor

Attendance Referral submitted for ongoing poor attendance

Information of non-attendance of poor attendance collated and referred to
Regional Student Attendance Counsellor