NORTH ALBANY
SENIOR HIGH SCHOOL

ATTENDANCE

Information for Parents and Students

Many parents and carers are unclear about their responsibilities when it comes to attendance. Many will view the occasional missing of a school day in isolation without understanding the potential consequences for the child over the longer term.

All students who are enrolled at school are expected to attend on a regular basis. As a parent or carer, it is your responsibility to support the development of regular patterns of school attendance for your child. This can be achieved by making sure your child attends school on all school days and is on time every day.

The following is a list of frequently asked questions (and answers) about student attendance.

Why is regular attendance at school important?

- If your child misses basic skills in their courses, he or she can experience difficulties with learning.
- Regular attendance is essential to make sure learning is not disrupted. Regular learning provides building blocks for the future.
- The school environment helps to develop important social skills, such as friendship building, teamwork, skills and a healthy self-esteem

Must I notify the school if my child has been away?

Yes. On your child's return a note must be supplied to cover the days missed. The absence may also be explained by making a phone call to the school or by speaking with the Year Co-ordinator or Contact teacher. You are also encouraged to contact the school in advance if your child is going to be away. If your child has seen a medical practitioner (e.g. doctor, dentist) a note or appointment card from the practitioner will help explain the absence.

Students need to be aware of the importance of regular attendance.

It is important that you:

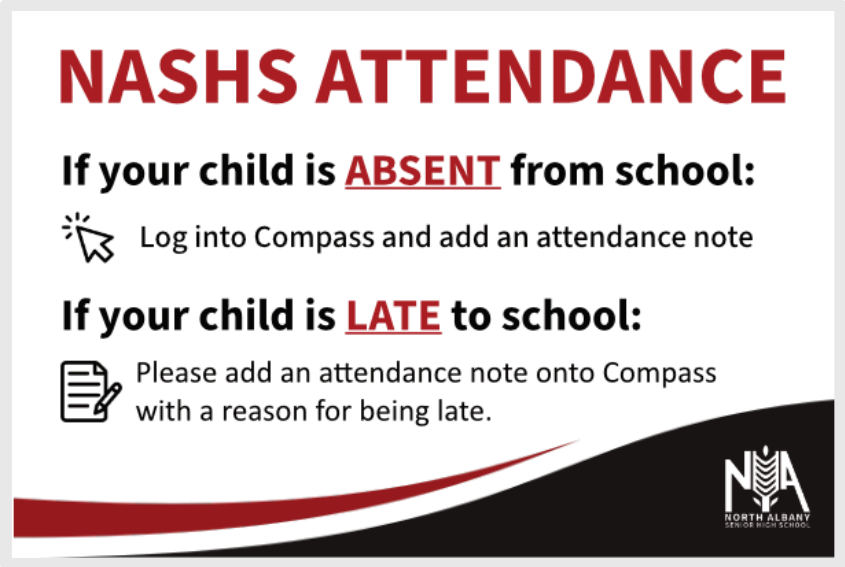
- Provide the school with an explanation if your child is away.
- Contact the school if you are having difficulty getting your child to school.
- Where possible arrange doctor and dentist appointments out of school hours.
- Arrange personal shopping trips with your child or birthday celebrations out of school hours.
- Do not allow your child to stay home for minor reasons.

Who can students talk to if there is an attendance problem?

- The Year Co-ordinator or Contact teacher.
- The Student Services Co-ordinator.
- You can be referred to a youth support worker or school Psychologist.
- If attendance is a problem for any reason, talk to the person with whom you feel most comfortable.

Student responsibilities:

Take attendance seriously. When you come to school regularly and get to class on time, you will perform better and be happier at school.

Attend regularly. Have you ever gone into a class and been embarrassed or felt unsettled because you can't figure out what's going on? Maybe it's because you missed out on something important the day before. Once this cycle starts it's hard to keep up.

Keep the school informed. If you are away or going to be away, let your teachers know. When the teachers are aware of your situation, they can work with you to set up a plan and they will be more understanding when you get back to school.