



Mirani State School Attendance Policy

At Mirani SS we believe that **EVERY DAY COUNTS**. We have a school-wide attendance target of 95%. Let's work together to achieve this target!

It is important that students, staff and parents/carers have a shared understanding of the importance of attending school. Mirani State School:

- *is committed to promoting the key messages of Every Day Counts*
- *believes all children should be enrolled at school and attend school all day, every school day*
- *monitors, communicates and implements strategies to improve regular school attendance*
- *believes truanting can place a student in unsafe situations and impact on their future employability and life choices*
- *believes attendance at school is the responsibility of everyone in the community.*

If your child is absent please notify the school by:

- calling the **student absenteeism line on 49 667 360**
- ringing the school office directly on **49 667 333**
- providing a written note/verbal explanation/email to the school office

Unexplained Absences

An SMS will be sent to parent/guardian if absences have not been explained. Those parents without mobile phones will be contacted by either phone or letter.

- **1-2 days** of unexplained absence



SMS/letter sent to primary parent/guardian requesting explanation for absence

- If **more than 3 days in a row** of unexplained absences:



Admin to contact parent/guardian

- If **more than 15 days in a row** of unexplained absences:



Notice (Form 4 – Failure to Attend) sent home

Addressing Attendance

Attendance rates will be monitored every 5 weeks. Teachers will be provided with a list of students that fall into one of the following categories:

- 95%+ Attendance Rate
- Below 85% Attendance Rate

➤ **95%+ Attendance Rate**



A+ Attendance Label presented in class/Class reward

➤ **Below 85% Attendance Rate**

➤ **5 or more** late days



Teacher contacts parent/guardian^

➤ **Below 85% Attendance Rate after 2 x 5 week cycles (consecutive)**

➤ **5 or more** late days for **second 5 week cycle**



Admin contacts parent/guardian^

^ Record contact in OneSchool