All schools are committed to providing safe and supportive learning environments for students that addresses each child’s educational needs.

Roadvale State School:

- 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 an unsafe situation and impacts on their future employability and life choices.
- Believes attendance at school is the responsibility of the parents/carers.

Roadvale State School attendance policy aims to:

- Outline the school’s expectations and procedures to monitor attendance.
- Outline the parent’s responsibility for their child’s attendance at school.

RESPONSIBILITIES

School Responsibilities:

- Monitor and identify student absences as outlined in Policy and Procedure Register 3.6
- Follow up absences quickly and address absence issues with parents and carers
- Follow processes as outlined in Roll Marking in State Schools.
STUDENT RESPONSIBILITIES

- Attend school each day unless there is an acceptable reason for an absence.
- Make every day count in their learning.

PARENT RESPONSIBILITIES

- Ensure your child is enrolled at school and regularly attends the educational program provided at Roadvale State School.
- Ensure that their child arrives on time each day. School begins at 8.50am.
- Contact the school prior to any unplanned absence or within 2 days of returning via the following methods:
  - Phone 54635755. A message can be left if phone is unattended.
  - In person either verbally or letter by the parent or carer. This may take the form of a medical certificate if the child has been absent for multiple days with illness.
  - e-mail the.principal@roadvaless.eq.edu.au

STRATEGIES

At Roadvale State School we promote 100% attendance by:

- implementation of the School Attendance Policy
- development of a safe and supportive school environment that promotes positive relationships, including implementation of programs to develop social skills and to provide support mechanisms for families such as the Guidance Officer, Dept. of Child Safety and the Queensland Police.
- Consistently recording and following up unexplained absences.
- Monitoring the schools attendance data to identify absenteeism trends and individuals with high levels of absenteeism.
RESPONSES TO ABSENCES

When a student is absent without explanation or a pattern of absences has been identified, Roadvale State School will take the following actions:

- The parent or carer will be contacted by the class teacher, to determine if there is a reasonable excuse for the absence/s [Director General’s Guidelines, General Provisions Act 2006]

- Records of contact with parents and carers regarding unexplained absences will be recorded in OneSchool.

- If, after 3 weeks, the student is still not attending school regularly, the school will follow the processes for managing student absences as outlined in the Education General Provisions Act 2006. This includes the reporting of persistent and or unexplained absences to Education Queensland, The Queensland Police Service and the Department of Child Safety.

RELATED RESOURCES

Every Day Counts


Departmental Policies

Policy and Procedure Register – Roll Marking in State Schools


Policy and Procedure Register – Managing Student Absences & Enforcing Enrolment & Attendance at State Schools