



ROCHEDALE STATE SCHOOL

Attendance Policy for Parents

Students who are engaged, attend school regularly and progress in their learning, are more likely to have better outcomes across their schooling.

Equity and Excellence in Action



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Equity and Excellent

Maximising learning for every student

Engaging every student in their learning is underpinned by high quality curriculum and teaching practices. Preventative and responsive supports assist schools to create inclusive and safe learning and working environments to maximise learning for every student.

Realising the potential of every student Prevent:

Evidence informed approaches

Use of absence records to trigger early intervention response for schools.

Respond:

Proactive identification

Early intervention that provides a rapid response.



Rationale

All schools in Queensland are committed to providing safe and supportive learning environments for all students which address their educational needs. Research shows that regular attendance is integral to successful academic, employment and social outcomes. Accordingly, it is important that students, staff and parents/carers have a shared understanding of the importance of regular student attendance.

Rochedale State School expects that every student will attend school every day of the school year unless prevented by reasonable circumstances from doing so.

Rochedale State School's attendance policy aims to improve student learning outcomes by maximizing student participation in learning programs.

The importance of attending school

At Rochedale State School we believe that students need to attend school regularly in order to participate fully and gain maximum benefit from schooling. Regular attendance enables children to access a full education and assists them to reach their full potential. School staff set an example for students by encouraging and emphasising attendance and punctuality.

A child between the ages of six and sixteen years is of compulsory school age, irrespective of distance from the school or whether the student has a disability. All students are required to be enrolled at a registered government or non-government school and must attend on every day instruction is provided, unless the minister has granted an exemption from school attendance.

The responsibility for enforcing school attendance is with the Department of Education and Children's Services. The Department therefore has a legal responsibility to record and monitor attendance and take appropriate action to rectify problems of non-attendance.

It is important that students, staff and parents/carers have a shared understanding of the importance of attending school. Rochedale State School is committed to promoting the key messages of the Queensland State-wide initiative Every Day Counts which promotes four key messages:

- All children be enrolled at school and attend on every school day
- Schools monitor, communicate and implement strategies to improve regular school attendance
- Truancy can place a student in unsafe situations and impact on their future employability and life choices
- Attendance at school is the responsibility of everyone in the community

For further information on Every Day Counts please visit:

<http://education.qld.gov.au/everydaycounts/docs/edc-version1-brochure.pdf>

Responsibilities

School:

- Regularly inform students, staff and parents/carers about the Rochedale State School Attendance Policy and Procedures and make this publicly available through the school's website and newsletters.
- Monitor student attendance daily through marking the roll twice a day.
- Notify parents/carers of any unexplained absence, requesting a satisfactory explanation for their child's absence – within 3 days of unexplained absence.
- Teacher, Deputy Principal and/or Guidance Officer discuss individual attendance with students and offer support and help to parents and students when school attendance has become a problem.
- Principal and staff will refer to a Student Attendance Officer on an ED171 (Report of Unsatisfactory Attendance) form if attendance issues are not resolved.
- Provide students with school work when they are absent for legitimate extended periods of time.
- Notify the relevant authorities if non-attendance persists.
- If the non-attendance is associated with risk of harm to the child, the Department of Child Safety will be contacted.

Parents:

- Each parent of a child who is of compulsory school age has the legal obligation to ensure their child is enrolled and attends a school, on every school day for the educational program in which the child is enrolled, unless the parent has a reasonable excuse.
- Parents may be prosecuted if they do not fulfil their legal obligations in regard to enrolment and attendance of their child at school, or participation in an eligible option.
- Provide their current contact details to the school to enable effective education
- Contact the school either before or on the day of an absence, or as soon as practicable, in accordance with the school's communication processes and provide an explanation for each absence.
- Notify the school if their child will be arriving late or leaving early using the school's communication processes.
- Ensure their child follows the school's processes and procedures for late arrival and early departure.
- Contact Absentee Line if their child is absent - (07) 3340 8388 or text 0427 890 693

Students

- Under the Education (General Provisions) Act 2006, students must attend school each day. They must be on time and have all necessary equipment.
- Never leave school during school hours without permission from parents/carers or the school.
- Report to the office if arriving to school after 8:50am.

SMS

- It's important to remember a text message will be sent to all parents of students who've been marked absent.
- A text message will be sent by 9:30am each day to alert parents of any unexplained absences.

Early Identification

Early identification of students whose attendance is not regular is crucial to minimising student absences. Rochedale state school office staff notify parents of an unexplained absence (no parent contact and student marked absent) of their child as soon as practicable on the day of the student's absence (allowing time for parents to respond prior to the end of the school day), with continued follow up as practicable with parents.

Exemption from compulsory schooling

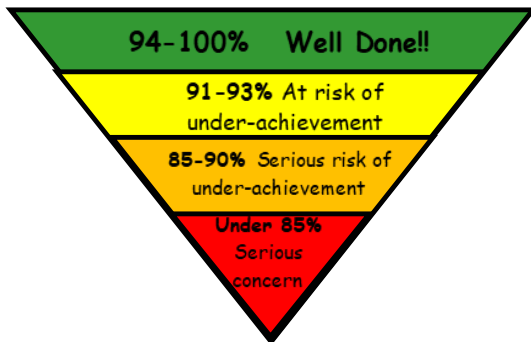
If a child or children cannot attend or it would be unreasonable in all circumstances to attend school for 10 or more consecutive days, an exemption from compulsory schooling or the compulsory participation phase is available.

The Principals discretion to apply an exemption excuses parents from their legal obligation to ensure that their child of compulsory school age is enrolled at or attends a school, or in the compulsory participation phase, is participating full-time in an eligible option.

Frequently Asked Questions – Student Attendance Policy and Wellness

What is Rochedale State School doing to promote good attendance? At Rochedale State School, we prioritise high attendance rates as they directly correlate with academic success. We employ various strategies to encourage and monitor attendance among our students, including; informing parents via email at the end of each term if individual student attendance is flagged as a concern.

What are the attendance expectations at Rochedale State School? According to the Education Queensland Attendance Policy, students are expected to attend school every day, for the entire school day. Our attendance targets are set between 94% and 100%, allowing for no more than 9 school days missed in a year.



Why is regular attendance important? Consistent attendance is crucial for academic progress. Students with an 85% attendance rate miss nearly one school day per week, adding up to nearly two years of missed schooling throughout their education. This highlights the significant impact of regular attendance on learning.

When should my child stay home from school? Please keep your child home only if they are unwell or for another valid reason. Leisure activities, celebrations, personal appointments, or tiredness should not be reasons for absence. Holidays during school terms are also discouraged.

What can I do to support my child's attendance during the winter season? To minimise illness-related absences, we recommend:

1. **Encouraging Good Hygiene:** Regular handwashing with soap and water.
2. **Promoting a Healthy Diet:** A balanced diet strengthens the immune system.
3. **Ensuring Adequate Sleep:** Sufficient rest supports overall health.
4. **Encouraging Physical Activity:** Regular exercise boosts the immune system.
5. **Keeping Sick Children at Home:** Allow your child to fully recover before returning to school.

What should I do if my child is anxious about attending school? If your child experiences anxiety about attending school, please reach out to us for support. Addressing these concerns early helps prevent prolonged absences and supports ongoing academic progress.

How can I monitor my child's attendance? You can actively monitor your child's attendance through the QParents app. If you haven't registered yet, please contact our administration for assistance.

For more information on the importance of attendance, you can visit the Every Day Counts website: [Education Queensland - Every Day Counts](#)

Every day counts, every minute counts

Does arriving late for school impact on your child's education?

If he/she is only missing	That equals...	Which is...	Over 13 years of schooling that's ...	Which means the best your child can perform is ...
1 day per fortnight	20 days per year	4 weeks per year	Nearly 1.5 years.	Equal to finishing Year 11
1 day per week	40 days per year	8 weeks per year	Over 2.5 years	Equal to finishing Year 10
2 days per week	80 days per year	16 weeks per year	Over 5 years	Equal to finishing Year 7
3 days per week	120 days per year	24 weeks per year	Nearly 8 years	Equal to finishing Year 4

It certainly adds up doesn't it?

It's important that your child/ren arrive on time to school, so they are ready to start the day and are engaging in the morning routines.

For further information visit:

<https://education.qld.gov.au/initiatives-and-strategies/initiatives/every-day-counts/for-parents-and-community>