

## Compulsory School Attendance



**Why must I send my child to school?** Education in New South Wales is compulsory. This means that all students from six years of age and under the minimum school leaving age are legally required to attend school.

**Why is regular attendance at school important?** Regular school attendance will help your child to succeed in later life. Attending school every day makes learning easier for your child and helps children to build and maintain friendships with other children. If your child does not learn the basic skills in the early years of school, they may develop learning problems in later years.

If your child misses	That Equals ...	Which is...	Total from K - 12	Equivalent to Finishing School In...
1 day / fortnight	20 days a year	4 weeks per year	1 ½ Years missed	Year 11
1 day Week	40 days a year	8 weeks per year	2 ½ Years missed	Year 10
2 days Week	80 days a year	16 weeks per year	5 Years missed	Year 7

**Must I send my child to school every day?** **YES,** It is a condition of enrolment that you send your child to school every day. A small number of absences may be justified if your child has to:

- ❖ Attend a religious ceremony
- ❖ Attend to a serious and/or urgent family situation eg a funeral
- ❖ Remain at home due to illness, or if they have an infectious disease.

Do not keep children away from school for the following:

- ❖ Birthdays
- ❖ Shopping
- ❖ Minding other children
- ❖ Routine medical or dental check-ups
- ❖ Minor family events
- ❖ Sleeping in



***Medical and other health appointments for your child should be made either before or after school or during the holidays.***

### What should I do if my child is away from school?

If your child has to be absent from school, you are required to provide a reason for your child's absence. Parents/carers must provide a written note, electronic submission or email to the school preferably on the day of the absence, prior to roles being marked at 9.30am.

### The Role of the Principal:

Principals are legally responsible for keeping accurate records of student attendance. The Principal of the school has the right to question parents' or carers' requests for their child to be absent from school. Principals are also responsible for deciding if the reason given for the absence is justified. For this reason, Principals may request medical certificates or other documentation for long or frequent absences explained by parents as being due to illness. If Principals do not consider an explanation satisfactory, they will record the absence as unjustified.

### What should I do if the family is going on holiday in school time?

Parents and carers are encouraged not to withdraw their children from school for family holidays. Families should try to take holidays during school vacations. Holidays up to ten days must be communicated to the principal via written note. If a family holiday of ten days or more is planned during the school term, parents need to make an application to the Principal using the **Application for Extended Leave Form** that is available from the school office or may be downloaded from the school website or school App. No work will be set or prepared for children who are away on holidays during a School Term. It is recommended that children keep a diary of events, continue reading and parents may purchase an appropriate levelled basic skills book at the child's appropriate age.