ATTENDANCE POLICY

The Education Act states, “Every parent/guardian of a student being of the age of compulsory attendance shall, unless some reasonable excuse exists, cause such student to attend a school on each school day.”

Examples of reasonable excuse as defined by the Education Act are:
- Sickness
- Temporary or permanent illness
- Unavoidable cause
- Fear of infection from disease.

In the case of absence from school, we request written advice from parent/guardian or a phone call to our administration.

Parents should contact the school by 10:30 on 3381 4888.

It is a legal requirement to monitor and track each student’s attendance in line with the Education Queensland expectations. Parents wishing to collect a child prior to the end of the school day must visit the office to sign out the child PRIOR to collecting them from the classroom.

If a child is absent for 3 days or more without notification, the school will contact parents to enquire about the reason for the absence.

If a child is absent for more than three days this information is passed onto the Principal.