

# Late students...

- School starts at 8.30am every day, and students are expected to be in class ready to engage in the educational program by this time.
- We all run late sometimes. Chronic lateness takes its toll on a child's overall academic and social outcomes. It is also linked to our school value of Respect.
- Children who arrive late are greatly disadvantaged because they miss starting the day and the beginning of lessons. This means that they are often unsettled and confused about tasks. It is also disruptive to those students who have commenced the lesson.
- When a student arrives at school after 8.30am, they are required to come through Administration with an adult to register as late and to collect a late arrival pass. Their attendance will be recorded by the School Officer as late.
- Regular lateness will be monitored by the school Admin Team and if required, parents will be contacted for a discussion. There is a cumulative effect of regular lateness (see table below).

## EVERY MINUTE COUNTS... JUST A LITTLE BIT DOESN'T SEEM MUCH BUT...

When you child misses just...	That equals...	Which is...	And over 13 years of schooling that's...
10 minutes per day	50 minutes per week	Nearly 1.5 weeks per year	Nearly half a year
20 minutes per day	1 hour & 40 minutes per week	Over 2.5 weeks per year	Nearly 1 year
Half an hour per day	Half a day per week	4 weeks per year	Nearly 1 and a half years
1 hour per day	1 day per week	8 weeks per year	Over 2 and a half years

# What can you do?

- Prepare as much as you can the night before - lay clothes out, sign homework/notes.
- Set regular bedtime and morning routines.
- Set an alarm for everyone.
- Identify and overcome distractions - keep the television off and remove the temptation of electronic devices.
- Make the morning routine visual, then everyone knows what to do and this develops independence.
- Delegate some responsibility - give everyone a job.
- Be willing to take your child to school even if they aren't ready.
- Use Kiss and Drive for a quicker drop off (arrive before 8:25am).
- Talk to the school if you require support - we are here to help.



# Every day, every hour, every minute counts ....



# Yanchep Rise Primary School

# Prioritising Health and Well-Being...

At the heart of our School Business Plan is *Successful Students*. As part of *Prioritising Health and Well-Being*, we have a focus on improving our whole school attendance.

Yanchep Rise Primary School has attendance procedures in place to address this priority and ensure compliance with Department of Education regulations and the School Education Act.

Every child has a right to education and to have the best possible life chances. By attending school daily and on time, they learn the importance of being punctual, a life skill which will serve them well as they grow into the next generation of working citizens.

Having good attendance procedures in place will help to ensure student safety and welfare, and also ensures that we have accurate records. We need your help and support in ensuring your children attend school **on time** every day.

## Absent Students

- When you know your child is going to be absent, let the teacher know in writing (a SeeSaw message or email.)
- On the day of absence, it is a good idea to call the school or send a message.
- Please include a reason for your child's absence when notifying the class teacher or Admin. All forms of correspondence are confidential, and these records are securely stored at school.
- If your child is absent due to illness or injury for 3 consecutive days or more, it is desirable that you provide a medical certificate.

## Vacation

Yanchep Rise Primary School strongly discourages students from missing school due to vacation throughout the school term. There are 12 weeks of holidays throughout the school year, and 40 weeks in which students have access to the school's educational program.

If you do need to take a vacation during the school term, or need to take children from classrooms for extended periods of time, please inform the classroom teacher in writing, and discuss the work your child can do whilst away. It is not the teacher's responsibility to provide work for students who do not attend school, but they can provide advice on what to do, eg: reading and writing. For absences of two weeks or more, a letter should be addressed to the Principal, informing of the reason for the absence.

## When is a late arrival marked as an absence?

If a student arrives after 10.00am, they need to come through Administration with an adult and a reason must be given for the absence. Their attendance will then be recorded as absent for the half day.

## Leaving school during the day

- When a student leaves the school for an appointment and returns later in the day, the procedure is that an adult signs them out, and then signs them back in upon their return.
- If a student is away from school for more than an hour during instructional time (not break times), their attendance will be marked with a half day absence.

## Attendance Research

The Telethon Kids' Institute has undertaken research on the impact of students' absence from school. This, together with the Auditor General's report: Every Day Counts, have found the following:

- Attendance is a learned behaviour. A child's attendance career is usually set by Year 1 and irreversible by Year 3.
- Every absence has an impact on school achievement.
- For every day of unauthorised absence, Year 3 numeracy results decline by 1.6 NAPLAN points.
- Absence from school was related to academic achievement in numeracy, reading and writing not only in the current year, but in future years as well.
- There is a clear link between non-attendance and mental health.
- There is a cumulative effect of absence (see infograph below).



*Every day counts and there is no 'safe' threshold for absences"*

2 – Hancock et al., 2013