

# Attendance at LGPS

## Parent Information



### Lincoln Gardens Primary School

promotes the view that regular attendance is important to ensure the best possible learning outcomes for all of our children. The school will work with the school community and other services and agencies to support students in regular attendance.



- Weekly **Attendance Thermometers**
- 'Every Day Counts' campaign
- Supportive and conducive **Classroom Learning**
- Free **Breakfast Program**
- **Home Visits**
- **Informing Parents**
- **Letters**

**For more information contact your child's class teacher or the Principal or Counsellor on :**

Phone: 86826277

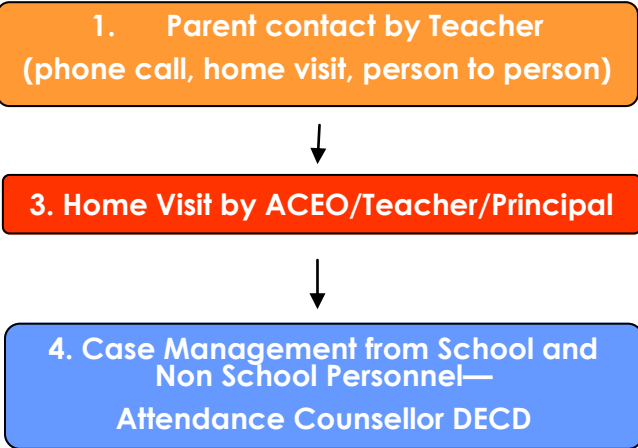
School Hours: 8:50am to 3:00

### Process for Non Attendance

**What qualifies as non attendance:**

- A child is absent on the same day each week
- 3 day or longer of unexplained absence

**Proactive Strategies used by the school:**



# Every

**What is my responsibility as a parent/caregiver?**

**Make sure your child:**

- Attends school on ALL school days
- Is on time every day

**Make sure you:**

- Encourage your child to attend school by taking a positive approach to school and school activities
- Provide the school with an explanation if your child is away
- Contact the school if your child does not want to go to school
- Arrange doctor and dentist appointments out of school hours
- Arrange personal shopping trips with your son/daughter or birthday celebrations out of school hours.
- Do not allow your child to stay at home for minor reasons

# Every

**Have You Been There?:**

Photos of various events will be taken throughout the year, these will be displayed throughout the school and at times on the Woolies Board asking 'Have You Been There?'



Reception - Year 10		Total time Absent
Absent	1 day per week =	2 years and 1 term
Late	30 minutes each day =	1 year and 1 term

# Every

**What help can I get if my child refuses to go to school or is truanting?**

**The school can offer a range of support options:**

- teacher working with the student in a supportive, counseling role
- school Well Being for Learning
- Counsellor working with the student
- home visit to identify the problem and help work it through with parents
- Develop an incentive program to encourage your child to attend school
- Link with community agencies.
- **Do I need to let the school know if my child has been away?**
- Yes - for Quality Education for your child, DECD has an attendance policy and teachers and schools are required to follow up student absences.

How?

- Phone call to the school
- A note via the diary, communication book, letter or paper

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