



STUDENT ATTENDANCE POLICY

Approved by
Sk'elep School BoG
December 1, 2005

SK'ELEP SCHOOL OF EXCELLENCE POLICY

Reference Topic: Student Attendance
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Effective Date: December 1, 2005

Student Attendance Policy

Policy Statement/Goals

The Sk'elep School Board of Governors adheres to the philosophy of "excellence" as a foundation value. In keeping with this philosophy, the Board supports the belief that all students must attend school regularly and punctually in order to gain maximum benefit from their schooling and reach their individual level of excellence. The Board believes that regular school attendance is essential to good achievement and positive engagement with school life.

Further, the Board believes that regular attendance at school by students is a shared responsibility among students, parents, teachers, support workers, Principal, and the Board.

Regulations

1. All students are expected to attend school regularly and arrive on time.
2. A goal of "a minimum of 90% attendance" will be the School standard; this standard will be communicated by the Principal and staff to students, parents, and/or guardians.
3. Students who are absent are expected to bring notes from their parents or guardians explaining the reason for the absence. Parents are expected to phone the school if their child/children are sick.
4. Teachers will report all absences to the office on a daily basis, and will document poor attendance and clearly show what attempts have been made to correct the problem.
5. The Principal and staff will monitor daily attendance and phone parents of students who have been absent more than 2 days, and make home visits as needed.
6. Good attendance will be promoted through student awards.
7. Chronic absenteeism/lateness will be referred to a review committee consisting of the Principal, Classroom Teacher, Teacher Aide, Counsellor, and the parent(s) involved. These individuals will review the attendance problem and develop an "attendance improvement plan" agreed to by all people involved. The plan will be monitored by the teacher in consultation with the Principal until the improved attendance plan has been fulfilled.
8. The Principal will provide a monthly summary of student attendance to the Board of Governors.
9. The Board may take independent action in cases of chronic student absenteeism.

