

# ATTENDANCE

## ***Introduction***

It is desirable that all students attend classes in order to maximise learning.

Absenteeism and truancy have a disruptive effect on the education of the individual and the wider school community.

The Board, under Sections 25 and 31 of the Education Act, is required to take all responsible steps to ensure the attendance of students enrolled at Rosehill College, whenever the school is open.

## ***Procedures***

1. Caregivers should provide a note to confirm the reasons for any absence on the day the student returns to school.
2. Where an absence can be predicted in advance (e.g. overseas trip, representative sports fixture etc), prior agreement must be sought, in writing, from the Head of House, by the caregiver. The Head of House will ensure that attendance at school is monitored each period and recorded daily in registers.
3. The Principal will ensure that patterns of absence are identified and appropriately dealt with, and that adequate records are kept.
4. The school will liaise with other appropriate agencies to follow up persistent absences e.g .Maori wardens, Youth Aid, Social Welfare, Public Health Nurse, Psychological Service etc.
5. The Board recognises that persistent truancy could have serious consequences for students and caregivers, including:
  - i. Failure to satisfy course requirements for NZQA qualifications
  - ii non-promotion from one form level to the next
  - iii ineligibility to enrol in a subject at a higher level in subsequent years and
  - iv referral to the Board of Trustees, including the possibility of court action for non-attendance.