

## Student Attendance

Did you know.....?

- All students are expected to attend school regularly (a legal requirement of the Education Act).
- Student attendance matters for academic performance. Regular attendance is directly related to academic success.
- Parents must call the school to report student absences and need to state the student's name, the date of absence and the reason for absence (i.e. illness). To report an absence, call Mrs. Pamerter, attendance secretary, at 519-332-3976 ext 20411.
- A note may be brought to school when returning from an absence if a parent has not called the school. This note must be brought to the attendance secretary before returning to class. The note should state the date of the absence, the student's name and the reason for absence.
- Students who are on school property are to be in class. If a student is on school property but is not in class at the appropriate time, he/she will be deemed truant and a consequence (i.e. detention) will be issued by the Vice-Principal.
- Students who become ill during school hours must report to the attendance secretary and parent/guardian will be contacted for pick up.
- If a student needs to leave for an appointment or another personal reason, he/she must sign out properly at the attendance window by presenting a note or having a parent call the attendance secretary.
- Parents will receive an automated voice message in the evening if their child has missed class without a reported or excused absence.
- Family holidays should not be scheduled during school time since a student's absences may have adverse effects on his/her achievement. Students are ultimately responsible for any work missed while absent.
- Parents should also not schedule family holidays during final exams as students are expected to be present for all their exams. Any issue about exam schedules must be discussed with the Principal directly.