

Attendance Policy

The aim of this document is to provide an overview of amendments to the Education Act 1990 which came into effect in 2010 and outline the intersection with Keep Them Safe.

In New South Wales, 'compulsory school age' means that all children from six years of age are legally required to be enrolled at and attending school or to be registered for home schooling.

After they complete Year 10, and until they turn 17 years of age, students then have the following options. They may also be in: – full-time further education and training (e.g. TAFE, traineeship, apprenticeship); – full-time, paid employment of an average of 25 hours per week; or – a combination of both of the above. Parents or Carers are responsible for making sure that their children comply with these legal requirements.

James Sheahan will support parents by monitoring student attendance and helping to address attendance issues when they emerge. Where we have unsuccessfully tried a range of strategies to help resolve a student's non-attendance, we can request assistance from the Catholic Education: Diocese of Bathurst office for additional support.

Keep Them Safe: A shared approach to child wellbeing – The Protecting and Supporting Children and Young People Policy (2010) sets out the roles and responsibilities of all staff in relation to child protection including training, reporting risk of harm, and supporting children and young people.

If the principal or counsellor suspects a child or young person is at risk of significant harm through their lack of attendance, we will report to the Community Services Child Protection Helpline.

Where the principal or counsellor suspects a child or young person is at risk of harm through their lack of attendance which does not meet the threshold of significant harm but is not trivial, we will contact the Catholic Education: Diocese of Bathurst office.

Parents are required to ensure their child attends school and to provide an explanation for their child's absence from school, and the school will record the reason (if any) given by the parent. The school will determine from the records if the excuse given is reasonable in terms of the parent meeting their legal obligations.

Parents should inform the school of the reason for their child's absence so that the school can:

- determine if the child's absence needs to be excused by the principal, in line with school policy and these guidelines
- determine the appropriate follow up to ensure the child's education and wellbeing is supported
- record if the parent has a reasonable excuse for not meeting their obligation to ensure their child attends school each day
- Where possible, parents should inform the school in advance of upcoming absences