

**At Morgan we aim to provide an organised and progressive education. By continually missing days your child may miss important steps in Their learning.**

If your child is away the school needs to Know why

Missing 5 days in 3 weeks equals Losing 33% of a child's learning time

Missing 10 days every term equals Losing over 1 year of learning by the end of Primary School

Missing 50 days a year Equals Losing 2 whole years of learning by the end of Primary School

Morgan Primary School aims to achieve quality education outcomes for all students. If children do not regularly attend school they cannot gain maximum benefit from schooling.

We promote regular attendance through:

- Ongoing student engagement programs, strategies and activities
- Provision of a positive and supportive learning environment where students experience success
- Positive parent communication

#### SPECIAL NOTES

- **Temporary Exemption Form C:** - if a student is absent for an extended period of time for family travel/holiday, medical condition or other (conditional) the principal can approve an exemption for up to a month. This form needs to be approved one week prior to the absence
- **Exemption Form C:** - For absences greater than 1 month due to family travel, medical condition or other (conditional) reasons an exemption can be sought through the Support Services Manager. This form needs to be approved one week prior to the absence
- **Late** :- A child will be considered late if they are not in class by 9:00am
- This policy is based on the **Department for Education's** policy
- **Social Worker - Truancy** – this person can be used at any time in our process to seek advice, relevant information or assist with Attendance Plans

This policy refers explicitly to unexplained absences. However, any pattern of absences that impact on student learning may lead to the appropriate step in this policy being implemented.

Updated January 2020

#### Principal – Mrs Melissa Claridge

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# Morgan Primary School Attendance Policy



Our values are:

Doing Your Best  
Responsibility  
Respect  
Understanding,  
Tolerance and Inclusion  
Care and Compassion



Government of South Australia  
Department for Education

# Morgan Primary School Attendance Process

