



- Lesson times are:
8:45am – 3:05pm.
- A teacher is on duty from
8:30am for students to begin
arriving at school.
- Students must leave the
school grounds by 3:30pm.
- If a student is going to be
away, please ring/text the
school to let them know and
send a written note when the
student returns.
- If a student is late arriving to
school, please report in
through the front office where
students will be given a slip to
show their classroom teacher
- The school will contact you if
any absence is unexplained
or when regular absences
occur.
- Phone & SMS contact will
occur on a daily basis

COMPULSORY ENROLMENT AND ATTENDANCE AT SCHOOL

Under the Education Act of South Australia, parents and/or caregivers are held responsible for the regular attendance of all children in their care. All children aged between 6 and 16 years of age must be enrolled and attend school regularly. All children 5 years of age, who are enrolled at school, are also required to attend school regularly.

IS REGULAR ATTENDANCE IMPORTANT?

Yes: from the first day!

If students miss the basic skills in the early years of school, they often experience difficulties later.

It has been shown that irregular attendance in the junior primary and primary years often leads to the development of poor attendance at high school.

Six days absence per term from junior primary to the end of Year 7 equals one year of schooling missed.

Half an hour late each day equals five days absence per term.



MUST I SEND MY CHILD EVERY DAY?

Yes: unless

- The child is too sick to attend.
- The child has an infectious disease like chicken pox, mumps or measles.
- The child is incapacitated by injury preventing movement around school.
- The child is accompanying his or her parents and/or caregivers on a family holiday, which cannot be arranged in school vacations. An exemption form must be completed and signed by the principal, prior to the absence.
- The principal is provided with an acceptable reason preventing the child's attendance.
- **PLEASE NOTE: If child is absent due to illness for more than 2 days a medical certificate is required**

Wherever possible, dental and medical appointments should be made out of school hours.

LATENESS

The school day begins at 8.45am. The time from 8.45 to 9.00am is an important time when class and school

Our address is:

**Kilkenny Primary School
Jane Street
West Croydon SA 5008
Telephone: 8345 4138
Fax: 8445 8206**

organisational matters are addressed. It is important that children arrive on time ready to commence lessons

EARLY DEPARTURE

Parents are to sign the student out at the front office and will be given an early departure slip to give to the teacher when collecting their child.



MUST I NOTIFY THE SCHOOL IF MY CHILD HAS BEEN AWAY?

Yes: you are encouraged to notify the school of absences as they occur. On return to school, notes must be supplied to cover absences.

SHOULD I NOTIFY THE SCHOOL IF MY CHILD REFUSES TO GO TO SCHOOL?

Yes: you should contact the principal and seek assistance immediately.

WHAT KIND OF ASSISTANCE IS AVAILABLE?

Student Attendance Counsellors are members of professional teams providing a supportive service to

students, parents and/or caregivers and school staff. They aim to assist with the full participation of all students in education.

WHAT IS THE ROLE OF THE STUDENT ATTENDANCE COUNSELLOR?

Student Attendance Counsellors may assist by:

- Working with students in a supportive counselling role.
- Visiting students at home and consulting with parents and/or caregivers.
- Identifying reasons for student non-attendance and making appropriate referrals.
- Monitoring student attendance and reviewing progress as necessary.

Student Attendance Counsellors
WESTERN ADELAIDE
Telephone (08) 8416 7345

Who to contact at School
Your child's teacher
The Senior Leaders
The Principal

School Telephone no. 8345 4138
School Mobile to text: 0427 016 460



Student Attendance



ATTENDANCE INFORMATION FOR PARENTS
