

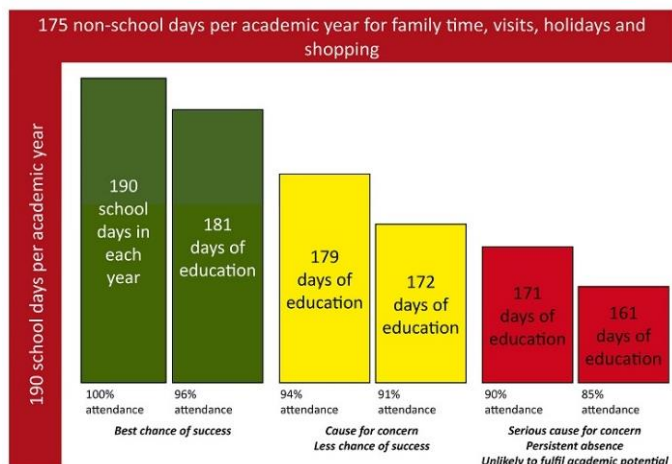


LYDIARD PARK ACADEMY

Raise your child's attendance - raise their chances!

You can help your child not miss school by

- making sure they understand the importance of good attendance and punctuality
- ensuring they arrive on time every day and reporting absences to school promptly – late arrivals impact on attendance and may count as an unauthorised absence and will now attract a 60 minute detention that same day and if continual, a fine may be issued
- taking an interest in their education - ask about school work and encourage them to get involved in school activities
- discussing any problems they may have at school and letting their teacher/tutor know about anything serious
- not allowing time off school for minor ailments - particularly those which would not prevent you from going to work (if necessary, medicate, send to school and we will monitor)
- ensuring your child does not miss school just because they have been sick once - only if sickness is catching (if they have several bouts of sickness accompanied by raised temperature, likely it is a bug) the 48hr rule will apply
- arranging appointments and outings after school hours, at weekends or during school holidays, which will prevent disruption to your child's education and to the school (a medical appointment, if necessary during school hours, should not usually result in an entire day of absence and we would expect a pupil in prior to and/or after the appointment)
- ensuring if your child is sent home for any reason and you are required to come in for a meeting, this is done as a priority, as continued unnecessary absence will not be authorised



Absence will not be authorised for reasons such as the following:

- To care for other family members
- Birthdays
- To interpret for other family members
- Not having school uniform/shoes
- Bullying
- Friendship problems
- Head lice (treat, then send to school)
- Family holiday (unless there are extenuating circumstances, which is why it is important to complete an absence request form)
- Family anniversaries/weddings (although an absence request form should still be submitted as this is at discretion of the Principal)
- School refusal

What is medical evidence?

Medical evidence should be provided prior to any absence, if possible, for appointments falling during school hours. We do not ask you to pay for a letter from the medical practitioner but the following will suffice:

- Dental/Doctor appointment slip or card
- Hospital appointment letter
- Prescription packaging showing name of pupil



Executive Principal: Mr C Zimmerman
Operational Principal: Mr G Pearson
Vice Principal: Miss S Hesten

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