

# Why Attendance Matters

Parent Information 2024



# Why attendance is important:

Research highlights a clear correlation between student attendance and the achievement of quality academic, socio-academic and health outcomes. This research tells us that students with an attendance rate below 90% are educationally at risk.

# Impact of poor school attendance:

- **Lower scores and poorer academic outcomes**  
(AITSL (2019). Attendance matters. Spotlight. Melbourne: Australian Institute for Teaching and School Leadership)
- **Increased likelihood of dropping out of school earlier**  
(Smerilloet al., 2018; Featherston, 2010; Lamb et al., 2004; Suh & Suh, 2007)
- **Decreased likelihood of engaging in vocational education**  
(Hancock, K. J., Gottfried, M. A., & Zubrick, S. R. (2018). Does the reason matter? How student-reported reasons for school absence contribute to differences in achievement outcomes among 14–15 year olds. *British Educational Research Journal*, 44 (1), 141-174.)
- **Poorer longterm mental health and social outcomes**  
(Kearney, C. A., Graczyk, P. A. (2014). A Response to Intervention model to promote school attendance and decrease school absenteeism. *Child and Youth Care Forum*, 43(1), 1-25.)
- **Increased likelihood of involvement with criminal activity**  
(Tanner-Smith & Wilson, 2013 as cited in Kearney, C. A., Graczyk, P. A. (2014). A Response to Intervention model to promote school attendance and decrease school absenteeism. *Child and Youth Care Forum*, 43(1), 1-25.)
- **Increased likelihood of requiring social assistance**  
(Christenson & Thurlow, 2004 as cited in Kearney, C. A., Graczyk, P. A. (2014). A Response to Intervention model to promote school attendance and decrease school absenteeism. *Child and Youth Care Forum*, 43(1), 1-25.)

# Days missed = years lost

A day here and there doesn't seem like much, but...

When your child misses just...

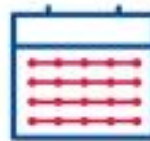
they miss weeks per year

and years over their school life

**1** day per **fortnight**  
M ~~X~~ W T F  
M T W T F

=

**4** weeks



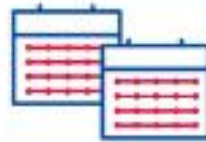
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Over **1** year missed

**1** day per **week**  
M ~~X~~ W T F  
M T W ~~X~~ F

=

**8** weeks



=

Over **2.5** years missed

education.nsw.gov.au

# What attendance looks like on the Sentral portal:

100%  
attendance

Term 2

	M	T	W	T	F
W1	Grey	Green	Green	Green	Green
W2	Green	Green	Green	Green	Green
W3	Green	Green	Green	Green	Green
W4	Green	Green	Green	Green	Green
W5	Green	Green	Green	Green	Green
W6	Green	Green	Green	Green	Green
W7	Grey	Green	Green	Green	Green
W8					
W9					
W10					

The green cells mean this student is at school. The grey cells mean there was a public holiday or school holiday.

96.8%  
attendance

Term 2

	M	T	W	T	F
W1	Grey	Green	Green	Green	Green
W2	Green	Green	Green	Green	Green
W3	Green	Green	Green	Green	Green
W4	Green	Green	Green	Green	Green
W5	Green	Green	Green	Green	Green
W6	Red	Green	Green	Green	Green
W7	Grey	Green	Green	Green	Green
W8					
W9					
W10					

The red cell means parents/carers have not told the school why this student is absent or the reason given is unjustified.

96.3%  
attendance

Term 2

	M	T	W	T	F
W1	Grey	Green	Green	Green	Green
W2	Green	Green	Green	Green with diagonal lines	Green
W3	Green	Green	Green	Green	Green
W4	Green	Green	Green	Green	Green
W5	Orange	Orange	Green	Green	Green
W6	Green	Green	Green	Green	Green
W7	Grey	Green	Green	Green	Green
W8					
W9					
W10					

The green cell means there was a school excursion/event.

The orange cells mean this student was sick and their parents/carers informed the school.

Students need to be on time too...

Being late counts on attendance records.

Morning routines are important in setting students up for success.



Term 2

	M	T	W	T	F
W1					
W2					
W3					
W4					
W5					
W6					
W7					
W8					
W9					
W10					

The light orange cells mean this student was late.



# Minutes lost = days lost per year

A couple of minutes here and there doesn't seem like much, but...

When your child misses just...

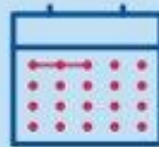
they miss days per year

**5** mins  
per day



=

**3** days

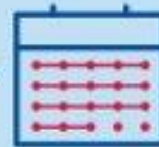


**30** mins  
per day



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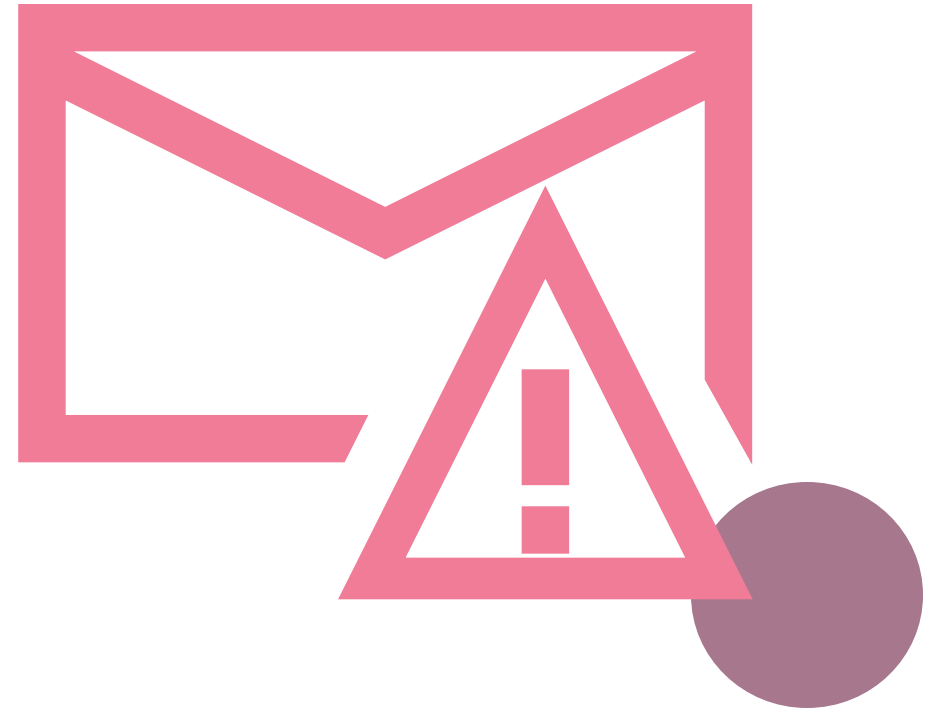
**18** days



Patterns of lateness  
can have a serious  
impact on your child's  
education.

# Explaining Every Absence

- Please ensure that all absences are explained.
- You will receive a notification for any of your child's absences that are unexplained – please see the office if you are unsure how to respond.



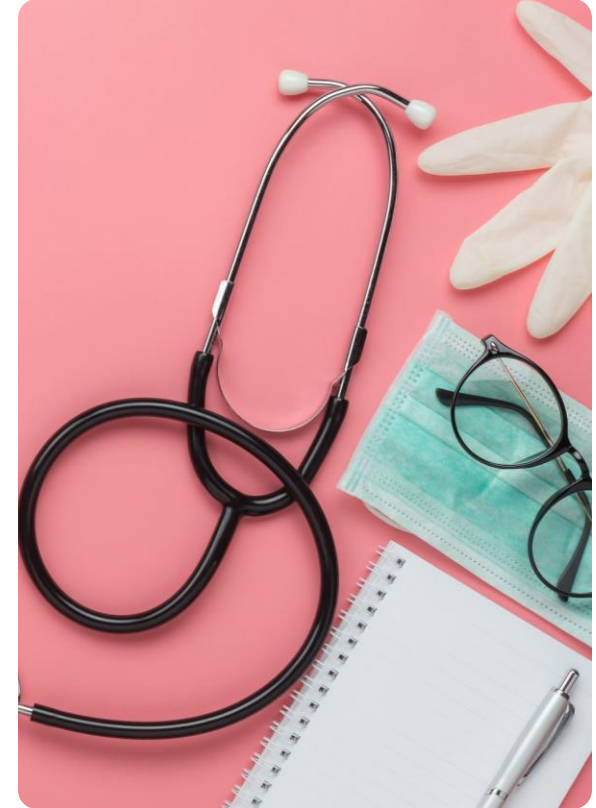


If students are sick they will need to stay at home.

Parents/carers will need to let the school know.

If they are sick for more than 2 days, you will need to see a doctor and get a medical certificate.

The Home School Liaison Officer (HSLO) may also request medical certificates if there are multiple, frequent sick days and a Health Care Plan may also be required.





# Attendance Checks

The Home School Liaison Officer (HSLO) checks attendance every 2 weeks and shares this data with the school. From this data, school actions are decided upon.

Actions for class teachers include monitoring attendance patterns and late arrivals, and contacting parents/carers where necessary.

Additionally:

- ~ If attendance is below 50%, the school also sends notifications on the Sentral portal to parents/carers every 2 weeks to let them know what their child's attendance rate is.

- ~ If attendance is between 50% and 90% parents/carers will receive notifications twice a term.

- ~ Parents/carers will also receive notifications twice a term if students are late for an average of 2 days a week; and every 2 weeks for an average of more than 2 days.

## Other school actions

- **Letter 1**- this letter is sent out to parents/carers when strategies put in place have not resulted in an improvement in attendance for the student. The letter asks parents to contact the school to discuss alternative actions.
- **Letter 2** – this letter is sent out to parents/carers at least 2 weeks after Letter 1, if the attendance rate has not improved. If there is still no improvement, a Home School Liaison Program application is made. If the HSLO accepts the case, he/she will contact parents/carers and organise a meeting to develop an Attendance Improvement Plan (AIP).
- **EDU** – Education Destination Unknown is an application made to the HSLO, if a student is not sighted for 10 days. This is a legal requirement and a welfare check will be organised between the HSLO and the Police Youth Liaison Officer (PYLO).

~ Working together  
for student  
attendance and to  
maximise learning ~

Please contact the school if  
there is anything we can assist  
you with, to help your child  
attend school regularly.

