

Bertram Hawker Kindergarten Attendance Procedure



WE BELIEVE

Research shows that success in learning is directly proportional to regular attendance and participation in education programs (DECD Attendance Policy).

Developing reciprocal respectful relationships with families encourages parents to value the curriculum and to value their child's full involvement and sense of belonging at kindergarten.

WE ENCOURAGE

At Bertram Hawker Kindergarten we encourage families to enable their children to access their full kindergarten entitlement by:

- Actively encouraging family involvement in our kindergarten.
- Including information about the importance of regular attendance for children's full access to our curriculum in our handbook and in newsletters.
- Providing flexibility with session times if possible.
- Recording and monitoring children's attendance and reasons for absence from kindergarten.

If your child is absent from kindergarten we ask that:

- Parents notify the kindergarten about absences by telephoning or in the case of upcoming events (such as medical appointments), advising kindergarten staff prior to such events.
- Reasons for absences are documented on the roll by staff.
- If children are absent for more than 2 consecutive kindergarten sessions without notification, staff will contact parents by telephone.

We welcome parents to talk with any staff member for further discussion regarding this policy.

WHEN CHILDREN ARE ABSENT

Further information is available in The Department of Education and Children's Services Attendance Policy, which can be found at the following location:

<https://www.sa.gov.au/topics/education-skills-and-learning/schools/school-life/attendance-and-absenteeism>