

STUDENT SCHOOL ATTENDANCE

GOVERNANCE POLICY

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1.0 PRINCIPLES

- 1.1. The South Shore Regional School Board (SSRSB) believes that students must be in regular attendance at school if they are to maximize their learning experience and meet the learning outcomes as prescribed in the Public School Program.
- 1.2. The SSRSB believes in its obligation under the Education Act (Section 116) to monitor the attendance of students and take steps to reduce the absenteeism of students and supports the specific responsibilities for both students and families regarding school attendance within the Education Act (Sections 24 and 25).

2.0 POLICY FRAMEWORK

- 2.1. This policy complies with the Education Act and other related provincial acts and policies.
 - 2.1.1. Nova Scotia Department of Education Public School Program
 - 2.1.2. Minister's Response to Promoting Student Engagement: Report on the Minister's Working Committee on Absenteeism and Classroom Climate, September 2009

3.0 AUTHORIZATION

The Superintendent is authorized to issue procedures in support of this policy.

STUDENT SCHOOL ATTENDANCE

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1.0 PROCEDURES

2.0 RESPONSIBILITIES

1.0 PROCEDURES

- 1.1. The SSRSB requires principals to:
 - 1.1.1. Monitor the attendance of students in their school.
 - 1.1.2. Take steps to reduce absenteeism of students.
 - 1.1.3. Develop, in conjunction with its School Advisory Council and in consultation with Regional Office, a school policy to deal with students who are habitually absent from school without an acceptable excuse.
- 1.2. The following criteria shall be inherent in all school attendance policies:
 - 1.2.1. Reasons for student absences from school shall be accepted or rejected by the school principal, who is the Attendance Officer for his/her school. Student sickness, medical appointments, serious illness, or death in the family shall be considered acceptable excuses.
 - 1.2.2. Students who are absent from school shall bring a written excuse, dated and signed by a parent/guardian for every absence, including half-day absences. It is acceptable for the parent/guardian to telephone the school in the case of an absence.
 - 1.2.3. If excuses are not submitted within three school days immediately following the absence, the absence shall be considered inexcusable.
 - 1.2.4. The principal or designate of each school shall determine if a student has a problem with attendance.
 - 1.2.5. In the event the school principal determines a student does have a problem with attendance, a letter of warning shall be sent to the student's family or person in charge of the student with a copy to the Superintendent.
 - 1.2.6. The school principal shall attempt remedial steps, including a referral to the core program planning team, if appropriate, to address a problem of habitual absences before referring to the Provincial School Code of Conduct Policy.
 - 1.2.7. Truancy is considered defiance, when in the opinion of the principal there is intentional interference in the normal operating rules of the classroom or school.

2.0 RESPONSIBILITIES

It shall be the responsibility of the Superintendent to ensure these administrative procedures are followed.