



KIRWAN STATE HIGH SCHOOL

ATTENDANCE POLICY

Rationale

The Education Act (2006) requires that students of compulsory school age attend school until the completion of Year 10 or until they turn 16 years of age, whichever comes first. Students are then required to participate in the Compulsory Participation Phase in education or training either:

- until they have gained a Certificate of Achievement, Senior Statement, Certificate III or Certificate IV, OR
- until they have participated in an eligible option for 2 years after the compulsory school age, OR
- until they turn 17.

All schools in Queensland are committed to providing safe and supportive learning environments for all students, which address their educational needs.

Kirwan State High School expects all students to attend school each and every day. The attendance policy aims to:

- develop a positive school culture through our Be Here and Belong Strategy;
- identify absences quickly;
- follow-up promptly; and
- send clear messages to students and parents that attendance is vital.

Responsibilities

School responsibilities:

- communicate high expectations of attendance to students, parents/carers, staff and the wider community.
- follow-up on student absences with students and parents/carers.
- monitor individual, group and whole school attendance patterns.
- provide support strategies to assist students and parents/carers in monitoring and improving student attendance.

Student responsibilities:

- attend school each and every day. This includes attending all sports days and the last day of term.
- arrive to school on time each and every day.
- sign in for late arrival.
- sign out for early departure.
- provide an explanation from their parent/carer for any late arrival, early departure or absence.

Parent/Carer responsibilities:

- ensure their child attends school each and every day.
- ensure their child arrives to school on time each and every day.
- provide an explanation for any late arrival, early departure or absence for their child.
- report any concerns regarding their child's attendance to school staff.

Reporting and monitoring attendance

At Kirwan State High School reports of student absence are taken seriously.

Parent/carers, members of the community and school staff may report absence, late arrival, early departure and truancy in the following ways:

- text message/telephone/email to the school office.
- logging absence on QParents.
- signed/dated note from the parent/carer sent to school with the student.
- in person to the office.

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Roll Marking

Absence reason codes for reasonable reason

Reason why student is not physically present at school	Code	Explanatory notes	Counted as an absence
School activity	A	Student is participating in an authorised school activity for school purposes. May include participation in school choirs, youth parliament, or community service, or attendance at a hospital school.	No
Attendance not required	B	Student was not required to attend school on this day as it is not included in their educational program, or for a student with charge-related reasons the student has enrolled in a School of Distance Education or engaged in an educational program. This code also applies if the student is in a youth detention centre.	No
Excursion	C	Student is participating in an excursion which occurs outside the school grounds and is conducted, organised and/or approved by the school. Excursions could include part-day, full-day or multi-day class visits to venues outside the school or school camps.	No
Off Campus activity	F	Student is participating in an authorised activity that is away from the school campus. These activities may include flexible arrangements, attendance at a TAFE or other training provider course, participation in a VET activity or participation in a school-based apprenticeship or traineeship. These activities will be regular and ongoing.	No
Holiday	H	The parent, or the student if they are living independently, has informed the school that the student/family is taking a holiday. Note that holidays during the school term should be discouraged. If the absence is more than 10 consecutive days, an exemption is required.	Yes
Illness	I	The parent, or the student if they are living independently, has informed the school that the student is sick. This includes all references to ill health or reasons related to the health of the student. If a medical certificate has been provided this should be noted in OneSchool and kept on file. If a child is unable to attend school for a period longer than 10 consecutive school days, an exemption is required. A child may be absent from school if the child is, or is a member of a class of persons that is, subject to a direction or order given about an infections or contagious disease or condition.	Yes
Natural Disaster	N	Student is unable to attend school due to an extreme weather event or other natural disaster.	No
Sorry Business	D	Aboriginal and Torres Strait Islander students participating in sorry business.	Yes
Other	O	The principal has determined that the excuse provided by the parent or student (where the student is an adult or where it would be inappropriate to ask the parent) is reasonable. Principals must use the Guidelines to determine reasonable excuses and document these reasons. This code may be used for medical and dental appointments, religious observances, funerals, and legal matters.	Yes
Short suspension	P	Student is suspended for 1 to 10 days under s.283 of the EGPA.	Yes
Long suspension	Q	Student is suspended for 11 to 20 days under s.283 of the EGPA, or for a student with charge-related reasons, the student has not enrolled at a School of Distance Education or engaged in an educational program.	Yes
Suspension - recommended exclusion	R	Student is suspended with the recommendation for exclusion under s.293 of the EGPA.	Yes
Sport (Representative Sport)	S	Student is representing their school, district, region, state or nation at a sporting event recognised by the school.	No, if representing their school, district, state or region. Yes, in all other circumstances.
Sport (Non-representative)	O	Student is participating in sporting activities that are not endorsed by the school and is not representing the school, district, region, state, or nation.	Yes
Work experience	W	Student is participating in an approved work experience program.	No
Exemptions	Z	Student has an exemption from schooling.	No

Strategies

At Kirwan State High School we promote 90% attendance by:

- rewarding of outstanding attendance through 'Positive Behaviour for Learning' initiatives including House Cup;
- ensuring consistent follow-up with students and parents/carers; and
- providing support strategies to assist students in monitoring and improving their attendance.

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Responses to absences

Kirwan State High School takes the following actions in response to student attendance:

	<i>Attendance Officer</i>	<i>Community Education Counsellor / Youth Support Coordinator</i>	<i>Classroom Teacher</i>	<i>Head of Department (Curriculum)</i>	<i>Head of Department (Student Services)</i>	<i>Guidance Officer</i>	<i>Deputy Principal / Associate principal</i>	<i>Executive Principal</i>
Attendance at school / in class	Send absence text each day to notify parents/carers of student absence and establish reason for absence. Generate Out of Home Care Attendance Report and email to Student Services team.		Mark attendance for each class. Mark late students. Mark students leaving class without permission.			Follow-up on unexplained absences for students in Out of Home Care.		
Roll marking inconsistency <i>Appendix 1</i>	Distribute emails to classroom teachers. Adjust attendance to unjustified as communicated by classroom teacher.		Teachers action email.					
Daily Attendance Report <i>Appendix 2</i>	Distribute Daily Attendance Report to SEP Case Managers, HoD Student Services and Deputy Principals.				Monitor truancy patterns and action as necessary		Monitor truancy patterns and action as necessary	
Unexplained Absence <i>Appendix 3 Unexplained Absence Letter</i> <i>Appendix 4 Home Visit</i>	Draft Unexplained Absence Letter. Week 1, 4, 7 – Year 7 & 8. Week 2, 5, 8 – Year 9 & 10. Week 3, 6, 9 – Year 11 & 12.	Distribute (student, phone call parent/carer email parent/carer/home visit) Unexplained Absence Letters and follow-up on return. Record contact on One School. Week 2, 5, 8 – Year 7 & 8. Week 3, 6, 9 – Year 9 & 10. Week 4, 7, 10 – Year 11 & 12.						
4 or more consecutive days absent without explanation	Generate and distribute report to Community Education Counsellor / Youth Support Coordinators.	Contact home – phone / home visit.						
11 or more consecutive days absent without explanation	Generate and distribute report to HoD Student Services.				Contact home – phone, / home visit.			
15 or more consecutive days absent without explanation	Generate and distribute report to Deputy Principals.					Contact home – phone, / home visit	Authorise referral to NQR.	

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	<i>Attendance Officer</i>	<i>Community Education Counsellor / Youth Support Coordinator</i>	<i>Classroom Teacher</i>	<i>Head of Department (Curriculum)</i>	<i>Head of Department (Student Services)</i>	<i>Guidance Officer</i>	<i>Deputy Principal / Associate principal</i>	<i>Executive Principal</i>
<p><i>Less than 85% attendance</i></p> <p><i>Appendix 5 Less than 85% Attendance and Year 7 to 10 / Under 16 years of age</i></p> <p><i>Appendix 6 Less than 85% Attendance and Year 11 to 12 / Over 16 years of age</i></p> <p><i>Appendix 7 Attendance Support Meeting</i></p> <p><i>Appendix 8 Advice of Non-Compliance Contract</i></p>	<p>Draft and distribute 'Less than 85% Attendance' letters.</p> <p>Draft and distribute 'Less than 70% Attendance' letters.</p> <p>Week 1, 4, 7 – Year 7 & 8</p> <p>Week 2, 5, 8 – Year 9 & 10</p> <p>Week 3, 6, 9 – Year 11 & 12</p>	<p>Conduct Attendance Support meeting <85% >70%.</p> <p>Contact home – phone / home visit. <85% >70%</p> <p>Week 2, 5, 8 – Year 7 & 8</p> <p>Week 3, 6, 9 – Year 9 & 10</p> <p>Week 4, 7, 10 – Year 11 & 12</p>			<p>Conduct Attendance Support meeting <70%</p> <p>Advice of Non-Compliance Contract meeting - 16 years and over</p> <p>Contact home – phone, email and duct home visit. <70%</p>		<p>Contact home – phone / home visit.</p> <p>Draft and distribute Enforcement of Attendance letters.</p> <p>Conduct Stage 1 Enforcement of Attendance meetings.</p> <p>Draft and distribute Cancellation of Enrolment letters.</p> <p>Conduct Stage 1 Cancellation of Enrolment meetings.</p>	<p>Authorise Enforcement of Attendance policy.</p> <p>Authorise Cancellation of Enrolment policy.</p> <p>Conduct Stage 2 Enforcement of Attendance meetings.</p> <p>Conduct Stage 2 Cancellation of Enrolment meetings.</p>
<p><i>Weekly Class Attendance</i></p> <p><i>Appendix 9</i></p>			<p>Monitor class attendance and initiate intervention strategies.</p>	<p>Quality assure intervention through line management</p>				
<p><i>Whole School Attendance Summary</i></p> <p><i>Appendix 10</i></p>			<p>Analyse class attendance data with HOD (Curriculum) and collaboratively develop intervention strategies at line management meetings.</p>	<p>Analyse class attendance data with classroom teacher and collaboratively develop intervention strategies at line management meetings.</p>			<p>Quality assure the analysis and intervention strategies developed by classroom teacher and HOD.</p>	<p>Analyse whole school attendance with SLT and identifies areas for improvement.</p>
<p><i>Student Data Profile</i></p> <p><i>Appendix 11</i></p>		<p>Case manage students identified as 'at risk' in year level meetings.</p>			<p>Case manage students identified as 'at risk' in year level meetings.</p>	<p>Case manage students identified as 'at risk' in year level meetings.</p>	<p>Case manage students identified as 'at risk' in year level meetings.</p>	

ATTENDANCE POLICY

Consultation

The Kirwan State High School Attendance Policy was developed in consultation with the school community, including:

- Teaching and non-teaching staff;
- Student Representative Council;
- P&C; and
- School Council.

Review

Kirwan State High School Attendance Policy will undergo annual minor updates to reflect changing circumstances, data and staff.

A fulsome review is conducted every four years in line with the scheduled review process for the School Planning, Reviewing and Reporting cycle.

Endorsement

The Kirwan State High School Attendance Policy has been informed by:

- Education (General Provisions) Act 2006;
- Department of Education: Every Day Counts;
- Department of Education: Managing Student Absences and Enforcing Enrolment and Attendance at State Schools Procedure; and
- Department of Education: Roll Marking in State Schools.

Endorsed by:



Heather Murry
Executive Principal



Ruby James
School Captain



William Baille
School Captain



JJ Taylor
P&C President



Rick Phineasa
School Council Chair

ATTENDANCE POLICY

APPENDIX ONE – ROLL MARKING DAILY INCONSISTENCY EMAIL

Dear TEACHER NAME,

STUDENT NAME had an unexplained absence in **CLASS** on **DATE**.

HGR	P 1	P 2	P 3	P 4
P CA08 GRIEBR - EH15	UA HPE091L SPILPO - LI02	UA SCI091I BORGKA - SCL2	P HIS091K STUCJO - FY08	P ECB091A GREETA - HU01

It is important that this incident is followed up, so that we send a clear message that truanting is not acceptable at Kirwan SHS.

What you need to do

1. Investigate the incident and determine whether there is a legitimate reason for the absence or whether it may have been an error in your roll marking.
2. If it was a roll marking error, you must fix the error in IDattend immediately.
3. If the student did truant your class, you need to:
 - changed the *Unexplained Absence* to *Unjustified*
 - contact the parent/guardian
 - record the incident and contact on OneSchool
 - set an appropriate consequence
4. If the student does not attend the set consequence:
 - re contact the parents
 - record the new contact on OneSchool
 - seek support from the relevant people i.e. Youth Support Coordinator, Community Education Councillor, Curriculum HOD, Student Services HOD or Deputy Principal.

If you require further information about this absence, please contact the Rolls Office on 47738108 or email RollsOffice@kirwanshs.eq.edu.au

Thank you for your support to increase attendance at Kirwan SHS.

Kind regards,

Rolls Officer

Direct 07 4773 8108

Kirwan State High School

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APPENDIX TWO – DAILY ATTENDANCE REPORT – WEEKLY SUMMARY

EQID	Preferred First Name	Preferred Last Name	Year	Roll Class	Entry Count	UA Count	Mon	Tue	Wed	Thu	Fri
					5	19	4	3	4	4	4
					4	14	4	4	4	2	0
					4	12	0	4	4	2	2
					4	12	0	1	4	4	3
					4	11	3	3	0	1	4
					4	10	3	1	0	4	2
					5	10	2	4	2	1	1
					4	10	4	1	3	2	0
					3	10	4	0	4	2	0
					5	9	2	1	2	3	1
					3	9	3	0	0	3	3
					3	9	3	0	3	3	0
					4	9	3	1	0	1	4
					4	9	3	2	0	2	2
					3	9	3	0	2	4	0
					3	9	3	0	4	2	0
					4	9	0	2	2	2	3
					4	8	1	4	2	1	0
					2	8	4	4	0	0	0
					3	8	4	0	1	3	0
					4	8	1	2	2	0	3
					3	8	3	3	2	0	0
					3	8	3	3	0	2	0
					4	8	4	2	1	1	0
					2	8	0	4	0	4	0
					2	8	0	4	0	4	0
					4	8	0	2	2	1	3
					2	8	0	0	4	4	0
					5	7	1	2	1	1	2
					4	7	2	3	1	1	0
					4	7	2	1	3	1	0
					4	7	1	1	2	0	3
					3	7	3	1	3	0	0
					4	7	1	1	2	3	0
					4	7	3	0	1	1	2
					3	7	2	0	1	4	0
					3	7	2	3	0	0	2
					4	7	3	2	1	1	0
					4	7	0	2	1	1	3
					4	7	0	1	3	2	1
					3	7	0	3	2	2	0
					4	7	0	4	1	1	1
					2	7	0	0	3	4	0
					2	6	3	0	3	0	0

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APPENDIX THREE - UNEXPLAINED ABSENCE LETTER

Day Date

Dear Parent/Carer

Our records indicate that your child was absent for a full day / part day on the dates listed.

As the Department of Education and Training requires written explanations for all student absences, please **sign the slip below and return it to the school** office explaining the reasons they were away from school.

It is school policy and a matter of student welfare, to write to all parents when students have had unexplained absences.

Yours sincerely

Name

Executive Principal

To be completed by Parent/Carer and returned to the School

Students Name:

Parent/Caregiver Signature: _____

Date: _____

Date	Absence Type	Period	Reason

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APPENDIX FOUR – HOME VISIT RECORD

Student name:	Grade:
Parent/guardian name:	Address:

	Yes /No	Further Information
Reason for home visit.		
Staff attending.		Name: _____ Contact number: _____ Name: _____ Contact number: _____
Is this home visit being completed between the hours of 8:30am and 4pm?		
Have you collated all relevant data on child prior to visit? E.g. attendance/ behaviour/ social emotional?		
Is there knowledge of the home situation that indicates there may be a risk to staff visiting the home?		If yes, complete Risk Matrix and record control measures if still proceeding with the home visit. _____ _____ _____ _____

Line Manager Signature: _____

INSTRUCTIONS

- All home visits are to be approved by the Deputy Principal or Executive Principal.
- Complete Home Visit Record template.
- Email the Head of Department, Deputy Principal and Executive Principal when they leave and return.
- Sign out and back in through the office.
- Take an Unexplained Absences Report.
- Take a Change of Details form.
- Take a 'We Missed You' card.
- Record home visit in One School as an Other contact in a timely manner.

RISK MATRIX

Table 1

Risk Matrix					
Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Critical
Almost certain	Medium	Medium	High	Extreme	Extreme
Likely	Low	Medium	High	High	Extreme
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Table 2

	Insignificant 1	Minor 2	Moderate 3	Major 4	Critical 5
Consequence of occurrence	No medical treatment required	Minor injury requiring first aid treatment (e.g. minor cuts, bruises, bumps)	Injury requiring medical treatment	Serious injury (injuries) or hospitalisation	Loss of life, permanent disability or multiple serious injuries

Table 3

	Rare 1	Unlikely 2	Posible 3	Likely 4	Almost certain 5
Likelihood of occurrence	Will only occur in exceptional circumstances	It is not likely to occur within the foreseeable future	May occur within the foreseeable future	Is likely to occur within the foreseeable future	It is almost certain to occur within the foreseeable future

Table 4

Current risk level	Mitigate	Review	Report
Extreme	Home visit not to be undertaken.	Alternative services to be offered/negotiated/documentated. E.g. visit to be conducted at the school, another location, by phone.	As required provide risk update to management team.
High	Home visit not to be undertaken.	Alternative services to be offered/negotiated/documentated. E.g. visit to be conducted at the school, another location, by phone.	As required provide risk update to management team.
Medium	Can a home visit be avoided? E.g. Can the student parent/guardian attend the school? Can the information be collected over the phone?	Completed the Home visit risk management plan to reduce the risk level to low, and control the risks as far as is reasonable practicable.	Review home visit with principal/line manager, update systems and complete a Workplace incident report if needed.
Low	Can a home visit be avoided? E.g. Can the student parent/ guardian attend the school? Can the information be collected over the phone?	Home visit risk management plan completed and risks controlled as is reasonably practicable.	Review home visit with principal/line manager, update systems and complete a Workplace incident report if needed.

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KIRWAN STATE HIGH SCHOOL

WE MISSED YOU

_____ from Kirwan State High School attempted a home visit today to discuss your student _____ for the reason of _____
_____. Please contact the above person on (07) 4773 8111 at your earliest convenience.

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APPENDIX FIVE - LESS THAN 85% ATTENDANCE (YEAR 7 TO 10 / UNDER 16 YEARS OF AGE)

Day Date

Dear Name

STUDENT ATTENDANCE LESS THAN 85% / 70%: Name

Research shows that student attendance at school is directly related to student achievement and life outcomes after school. Students with high levels of attendance generally achieve well at school and experience positive life outcomes including going on to further education, training or employment. Students with low levels of attendance generally struggle to achieve satisfactory results at school and often experience difficulty finding an appropriate pathway after school.

Student absence is not an issue which can be dealt with solely by the school. It requires the support of parents/carers and the community if it is to be successfully addressed.

Your child is in the compulsory learning phase. The Queensland Education Act states that students in the compulsory learning phase must attend school. The Queensland Government states that students are in this phase until they turn 16 or complete year 10, whichever is sooner.

The school attendance policy requires students' attendance to be at or above 90% with no unexplained absences. School records indicate that your child has had a significant number of absences from school. Please see the attached attendance record for specific details. The school is aware some of these absences may have valid explanations.

To discuss your child's attendance and strategies for improvement, I would like to meet with you and your child on Day Date Time.

If you are unable to make this appointment, please contact the school on 4773 8108 to make alternative arrangements.

If you fail to attend this meeting or make alternative arrangements, the school may initiate formal Enforcement of Attendance processes.

Thank you for your support in this matter.

Yours sincerely

Name Community Education Counsellor	Name Executive Principal
Name Youth Support Coordinator	
Name Head of Department (Student Services)	

ATTENDANCE POLICY

APPENDIX SIX – LESS THAN 85% ATTENDANCE (YEAR 11 TO 12 / OVER 16 YEARS OF AGE)

Day Date

Dear Name

STUDENT ATTENDANCE LESS THAN 85% / 70%: Name

Research shows that student attendance at school is directly related to student achievement and life outcomes after school. Students with high levels of attendance generally achieve well at school and experience positive life outcomes including going on to further education, training or employment. Students with low levels of attendance generally struggle to achieve satisfactory results at school and often experience difficulty finding an appropriate pathway after school.

Student absence is not an issue which can be dealt with solely by the school. It requires the support of parents/carers and the community if it is to be successfully addressed.

Your child is in the compulsory participation phase. The Queensland Government states that young people must be engaged in education, training or employment (twenty-five hours per week) after compulsory schooling until they gain either a Senior Certificate / Certificate III / Certificate IV or turn 17.

The school attendance policy requires students' attendance to be at or above 90% with no unexplained absences. School records indicate that your child has had a significant number of absences from school. Please see the attached attendance record for specific details. The school is aware some of these absences may have valid explanations.

To discuss your child's attendance and strategies for improvement, I would like to meet with you and your child on Day Date Time.

If you are unable to make this appointment, please contact the school on 4043 3222 to make alternative arrangements.

If you fail to attend this meeting or make alternative arrangements, the school may initiate formal Cancellation of Enrolment processes.

Thank you for your support in this matter.

Yours sincerely

Name Community Education Counsellor	Name Executive Principal
Name Youth Support Coordinator	
Name Head of Department (Student Services)	

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APPENDIX SEVEN – ATTENDANCE SUPPORT MEETING

Attendance Support Meeting

Student Name: _____

Year Level: _____

Staff name: _____

Date: _____

Item	Example	Term One	Term Two	Term Three	Term Four
Total number of days absent:	4				
Total number of days present:	14				
Days in the term to date:	18				
Attendance percentage:	78%				
Reasons for absence:	<p>Monday 1st February – slept in, stayed up late playing computer games. Monday 8th February – slept in, stayed up late playing computer games. Monday 15th February – slept in, went away for the weekend. Thursday 18th February – sick, no medical Certificate provided.</p>		<p>Monday 1st February – don't know. Monday 8th February – can't remember. Monday 15th February – sick, I think. Thursday 18th February – don't know.</p>		
Strategies for improvement:	<p>Get ready for school the night before including: organising uniform, packing school bag and making lunch. Stop playing computer games at 8.00pm. Go to bed at 9.00pm. Set an alarm clock for 7.00am. Allow only one snooze cycle each morning.</p>		<p>Come to school. Try harder. Do better.</p>		
Monitoring date:					

APPENDIX EIGHT – ADVICE OF NON-COMPLIANCE CONTRACT

ADVICE OF NON-COMPLIANCE CONTRACT

Student:	House Group:
Parent/Carer:	Date:
Staff:	

You are at risk of having your enrolment cancelled as a result of failure to participate fully in the program and expectations of our school, as reflected in their attendance, non-submissions of checkpoints, drafts and assessment and behaviour and effort at reporting.

Areas of improvement:

- Truancy
- Attendance
- Non-submission of checkpoints
- Non-submission of drafts
- Non-submission of assessment
- Behaviour
- Effort

Strategies for improvement:

- Personal organisation
- Personal time management
- Reduction in work hours
- Effective use of Assessment Calendar
- Support with uniform
- Reliable transport to and from school
- Use of an alarm
- Healthy eating
- Quality sleep
- Regular exercise
- Parent/carer support

Support personnel:

- Chaplain
- Youth Health Nurse
- Clontarf
- Community Education Counsellor
- Youth Support Coordinator
- Defence Transition Mentor
- Head of Department (Student Services)
- Head of Department (Vocational Education)
- Guidance Officer
- Psychologist
- Deputy Principal
- Other

Commitment:

I understand I must improve in all of these areas in order to ensure my enrolment is maintained.

I understand that if I do not improve, the Executive Principal may ask me to show cause as to why my enrolment should continue, and I am at risk of having my enrolment cancelled.

Signature:

Student:	Date:
Parent/Carer:	Date:
Staff:	Date:

COPIES TO:

- Student file – original
- Student – copy
- Parent/Guardian – copy
- Support personnel
- OneSchool contact

ATTENDANCE POLICY

APPENDIX NINE – WEEKLY CLASS TRACKING CHART



HPE092L Attendance

Data Date: 22/07/2022 - Please note this is a year to date report

EQID	First Name	Last Name	Class Attendance %	Class Attendance Trend	Total Attendance %	Total Attendance Trend
			93.18	↑	88.46	↑
			87.5	↑	85.77	↑
			86.05	↑	90.12	↑
			86.36	↑	83.4	↑
			84.09	↓	80.15	↓
			88.37	↑	79.38	↑
			83.72	↓	87.02	↓
			20.45	↓	20.95	↓
			100	✓	96.15	↑
			97.67	↑	99.03	↑
			86.05	↓	75.78	↓
			97.67	↑	97.87	↑
			100	✓	98.45	↑
			32.56	↓	37.52	↓
			100	✓	97.5	↑
			84.09	↑	81.75	↑
			88.64	↑	88.38	↑
			100	✓	97.09	↑
			90.7	↓	85.27	↓
			93.02	↑	95.96	↑
			72.09	↑	79.03	↑
			97.67	↑	95.74	↑
			100	✓	99.03	↑
			83.72	↑	84.3	↑
Class Average			85.52			
Total Average			84.3			

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APPENDIX TEN – WHOLE SCHOOL ATTENDANCE SUMMARY



Attendance Summary (IDAttend)

Year: 2022 | Data Date:18/11/22 | This report includes left students

Year Level	Term 1	Term 2	Term 3	Term 4	Avg
7	90.74	80.22	81.36	80.56	83.4
8	87.82	77.93	77.95	78.77	81
9	87.71	77.31	77.1	77.8	80.12
10	85.95	75.33	73.99	75.95	78.02
11	85.43	75.22	76.64	74.71	78.35
12	88.33	79.12	78.68	82.48	82.17
House	Term 1	Term 2	Term 3	Term 4	Avg
Castle	86.77	77.66	76.81	76.35	79.71
Cook	87.62	78.61	79.66	80.23	81.74
Elliot	86.86	74.9	75.24	75.88	78.48
Louisa	89.69	79.87	79.65	81.02	82.72
Magnetic	87.28	76.86	76.62	76.99	79.72
Stuart	87.9	77.29	77.7	77.7	80.55

Department (Only includes subjects attached to each department)	Term 1	Term 2	Term 3	Term 4	Avg
Business and Industry	84.67	72.87	72.97	71.99	76.08
Creative Arts	88.84	78.61	77.93	77.51	81.01
Digital Technologies	87.22	79.73	79.91	79.67	81.93
English	87.75	77.63	77.81	78.36	80.6
Global Education	90.06	79.94	80.3	80.69	82.96
Humanities and Languages	88.72	79	79.49	79.86	82.01
Inclusive Practices - MacqLit	86.86	72.97	74.04	74.16	76.98
Inclusive Practices - SEP	83.99	78.96	80.46	85.69	81.64
Mathematics	88.02	78.17	77.79	78.27	80.8
Science	88.29	79.18	79.25	80.17	81.89
Sports Education	87.6	77.24	77.66	77.97	80.28
Student Wellbeing	87.17	76.58	76.55	77.23	79.62
Teaching and Learning	86.9	76.22	75.57	73.43	78.62



Attendance Summary (IDAttend)

Year: 2022 | Data Date:18/11/22 | This report includes left students

Department	Subject	Term 1	Term 2	Term 3	Term 4	Avg
Business and Industry	DAT09 - Design and Technologies	87.32	76.31	75.89	77.09	79.28
	DAT10 - Design and Technologies	85	74.28	74.56	75.35	77.28
	DES11 - Design	88.65	81.68	82.37	80.33	83.52
	DES12 - Design	91.07	78.87	83.2	87.5	84.81
	ECB09 - Economics and Business	86.53	72.25	73.18	74.29	76.92
	ECB10 - Economics and Business	81.62	63.62	64.26	61.16	68.03
	FDT09 - Food Technology	84.02	71.53	69.73	70.67	74.14
	FDT10 - Food Technology	83.74	74.03	70.56	68.91	74.38
	GDE09 - Graphics and Design	84.16	67.28	68.07	73.61	73.65
	GDE10 - Graphics and Design	83.36	67.82	59.33	65.81	69.1

ATTENDANCE POLICY

Red Level



John Smith

EQID: 0000000000A Year Level: 12

House Group: MA01 Sex: Male

Neither Aboriginal nor Torres Strait Islander Origin

Supporting Staff
Tags
QCE: Watching Year 12
MAM12: At Risk
ENG12: Extending C to B
GEG12: At Risk
Year 12 ATAR Pathway
Notes
Age: 17 years 6 months
Enrolment Date: 20/02/2016
QCE Tracking Data Date: 15/10/2021
aXcelerate Data Date: 15/10/2021

Additional Data	
Days Absent	7 days (7 days Approved) as of 08/10/21
Attendance %	91.74% as of 08/10/2021
Attendance % + Approved Absences	97.38% as of 08/10/2021
Attendance % + Med. Cert.	91.74% as of 08/10/2021

Current Results					
Subject	Result	Effort	Behaviour	Homework	Period
CHM12A (LUQUEV)	C	VG	EX	Usually	T3 2021
EL01 (HALLAA)	NR	EX	EX	Not Applicable	T3 2021
ENG12C (WATSKA)	C	VG	EX	Usually	T3 2021
GEG12A (HARVEM)	D	VG	EX	Sometimes	T3 2021
LAC12B (HALLAA)	A	EX	EX	Not Applicable	T3 2021
MAM12A (ELIAAN)	D	VG	EX	Rarely	T3 2021
PED12A (MCCUEM)	B	EX	EX	Always	T3 2021
SIS20115 - Certificate II in Sport and Recreation [VRN12A (LITTHA)]	46.15% (46%)	S	S	Sometimes	T3 2021

Trends							
Element	T1	T2	T3	T4	LOA	Eff	Beh
Certificate II in Sport and Recreation	0	38.46	46.15		↑	↓	↓
Chemistry	C	C	C		↓	—	—
English	B	C	C		—	↑	↑
Geography	C	D	D		—	↑	↑
Mathematical Methods	C	D	D		↓	—	—
Physical Education	B	B	B		—	—	—
Rugby League Academy	A	A	A		↑	—	—
Attendance %	96.5	89.2	91.8	85	↓		
QCE	OT	AR	W		↑		

QCE Prediction					
Subject	Unit 1	Unit 2	Unit 3 & 4 pair	SM	Credits
Chemistry	S	U	C	28	3
English	S	S	C	43	4
Geography	S	S	D	22	2
Health	S	NR	—	0	1
Mathematical Methods	S	U	D	12	1
Physical Education	S	S	E	52	4

Subject	Status	Credits
FSK20113 - Certificate II in Skills for Work and Vocational Pathways	At Risk	0
Override - Career Education		1
SIS20115 - Certificate II in Sport and Recreation	On Track	4
Total Credits		20

This QCE Prediction is based on current subject results and is by no means a guarantee of final exit outcomes.