



# Kapinara Primary School

## Holiday Absences Policy

### Rationale

- The practice of removing children from class during the term for family holidays is strongly discouraged by the Department of Education and Training and the School.
- There are occasions where this may be unavoidable.
- In such cases parents are requested to follow the following procedures:-
  1. All absences should be confirmed in writing to the class teacher and will be kept on record. Information will be entered on the school attendance register.
  2. Parents taking students out of class for a significant length of time i.e. over a month are required to discuss arrangements with the principal.
  3. Home schooling may be available for extended short term situations through SIDE (School of Isolated and Distance Education).
  4. The school is not obliged to provide or assess substitute lessons for students, unless in conjunction with agencies such as Hospital Schools.
  5. If teachers have already prepared lessons in advance they may provide this information to parents.
  6. The school recognises that students will gain significant, beneficial outcomes through immersion in the culture of the place (s) they visit.  
We recommend that students keep a journal of their experiences, read regularly and undertake basic numeracy skills e.g. tables, throughout the period of absence. Parents may wish to look at purchasing appropriate student workbooks.

*Ratified by School Council 7<sup>th</sup> May 2009*

### ENDORSEMENT

We, the undersigned, hereby certify that this document was ratified at the Kapinara School Council meeting of

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**KAPINARA SCHOOL COUNCIL CHAIR**

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**NAME** \_\_\_\_\_

**KAPINARA SCHOOL PRINCIPAL**

\_\_\_\_\_

**NAME** \_\_\_\_\_