



## Attendance agreement

Dear Parents/Guardians,

2024

Glen Huntly Primary School believes all students should attend school all day, every day when the school is open for instruction and is committed to working with its school community to encourage and support maximum school attendance.

Students are committed to attending school every day, arriving on time and are ready to learn. Our students are encouraged to approach a teacher and seek assistance if there are any issues that are affecting their attendance.

Glen Huntly Primary School parents/carers are committed to ensuring their child/children attend school on time every school day, communicating openly with the school and providing valid explanations for any absence.

Parents/carers will communicate with the relevant staff at Glen Huntly Primary School about any issues affecting their child's attendance and work in partnership with the school, to address any concerns.

Parents/carers will provide a reasonable explanation for their child's absence from school and endeavour to schedule family holidays, appointments and other activities outside of school hours.

### STUDENT AGREEMENT

I want to learn new things every day and do my best at school.

In signing this agreement, I agree to:

- Arrive at school on time between 8.45am -9.00am.
- Be ready to learn.
- Have a positive attitude.
- Always do my best.
- Ask for help when I need it.
- Establish a good study routine so that I can complete schoolwork on time.
- Do my homework.
- Work with my teachers and parents to achieve my goals.

I have thoroughly read and understood the information contained in this agreement and will abide by it.

Student's name: \_\_\_\_\_

Class: \_\_\_\_\_

Student's signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Parent's Agreement

I want to help my child to learn each and every day and to achieve success.

In signing this agreement, I agree to:

- Send my child to school every day, unless he/she is unwell.
- Make sure my child arrives at school on time (school starts at 8.45am-9am).
- Make sure my child arrives at school ready to learn.
- Encourage and support my child's learning at home.
- Help my child to establish a good study routine so that he/she can complete schoolwork on time.
- Talk with teachers about any problems that may affect my child's learning.
- Be open and responsive to communication from my child's teachers or other school staff.
- Encourage my child to do his/her homework and to ask for help at school if needed.
- Reinforce the importance of education and that school is a place for learning.

I have thoroughly read and understood the information contained in this agreement and will abide by it.

Parent's/Guardian's name(s): \_\_\_\_\_

Parents/Guardians signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_