

Student Attendance Reminder

Dear Parent/Guardian,
Tarneit Senior College has a minimum attendance requirement of 90% for all students. Students must attend 90% of classes in all their subjects to satisfactorily complete subjects. Regular, sustained attendance is a key to success for students. Any absence has a negative impact on your child's ability to achieve their best possible result. This is particularly the case in Years 11 & 12.

Absence:

Absences from school are sometimes unavoidable but when they occur, must be followed up with a note from parents/guardians or a Medical Certificate stating your child was unfit for school on the days of the absence. Phone calls to our general office on 97490246 on the day of absence are much appreciated.

VCE absence on a 'SAC' day:

Students absent on the day of a scheduled VCE assessment task 'SAC' require a Medical Certificate stating that the student was unfit for school on this day.

Late to school:

Students arriving late to school are marked absent for the classes they miss. Students are required to obtain a 'Late Pass' from the general office to ensure that the rest of the school day is not counted as an absence.

Early Departure

Students should not leave school early for appointments that can wait until after school hours. Early departures have the same impact on student attendance as any other absence.

Extended holidays

Extended holidays can severely impact on a student's ability to pass. At Tarneit Senior College we strongly advise families not to plan extended holidays during term at any time but especially during Year 12. Students planning an extended holiday of more than 5 school days must complete our '*Extended period of absence Form*'.

Checking your child's attendance

All parents are able to check their child's attendance via our 'parent portal' this can be accessed directly on <http://apps.tarneitsc.vic.edu.au/portal/> using your password which was mailed home recently. Contact Rosa Marchionda if you have misplaced this password. This information is up to date at all times. A phone call to the college is always welcome. Your support in ensuring your child is at school every day is both sought and appreciated. We can all have a major impact on your child's success at school by ensuring they are here every day.

Yours faithfully,

Michael Fawcett
Principal