

ATTENDANCEABSENSES

Did you know?..... attendance/absences are now recorded electronically in accordance with Ministry of Education guidelines

Did you know?.....you can advise school of an absence by the following methods:

- a phone message
- email office@las.school.nz
- note to class teacher in person

It is best to let school know prior to, or on the morning of the absence. We are obliged to ring parents/caregivers if we have not been contacted and attempt to do this prior to 9.30am.

Did you know?.....our electronic recording system require categorising the absence, again based on

Ministry of Education guidelines

We ask therefore that when advising of your child's absence you provide a reason: sickness, medical appointment, family etc.

Please make our job easier and keep us advised.

John Auld

Pauline Taylor

Kate Anderson