



**RAHARA N.S.**  
SCOIL NÁISIÚNTA RATH ARADH

# Attendance Policy

## 2019

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## **ATTENDANCE**

The Education Welfare Act 2000 promotes school attendance and Section 17 of the legislation states that it is a statutory obligation on parents to ensure their child attends a recognised school once registered in the school. Furthermore, where a child is absent from the school, the parent is required under the Act to notify the Principal of the school of the reason for the child's absence. The Act states that the relevant authorities will be informed of pupils who have been absent for **twenty school days or more** (this includes illness, holidays outside school holidays etc.)

### **Role of Parents:**

- The parent of a child shall cause the child concerned to attend a recognised school on each school day
- Where a child is absent from the school where s/he is registered, the parent of the child is required under the Act to notify the school of the reason for the child's absence. Letters from parents concerning illness and doctor's certificates will be kept on file in the school.

### ***Illness***

A pupil who shows signs of illness should be kept at home. Requests from parents to allow their child to stay inside during break times cannot be accepted. A child who is too sick to play with his peers or go outside during break times should not be in school. The school is unable to provide adequate supervision both inside and outside the school, during these times.

Situations do arise however, when a child appears well in the morning and then gets sick during the day. On such occasions every effort will be made to make the child comfortable. Parents/guardians will be contacted. It is very important that the school have at least two contact numbers in respect of each pupil lest an emergency should arise. If the school is unable to make contact with parents/guardians a decision will be made as to whether the child needs medical assistance. If deemed necessary, the child's family doctor will be contacted. If not the child will be made as comfortable as possible until a parent/guardian is contacted.

**Role of Principal:**

- Register each student on the day the child first attends the school and removes the student's name from the register when the child is transferring to another school or is registered with the National Education Welfare Board
- To keep a record of the pupil's attendance and the school and the reasons for any failure to attend
- To inform the relevant authorities in writing, where a student is absent in excess of twenty school days in a school year, where a student is suspended for a period in excess of 6 school days, where a student's name is removed from the register or where, in the opinion of the Principal the student is not attending regularly.
- Informs the Board of Management of school attendance
- Communicates to a school, to which a student is transferring any problem relating to school attendance and other appropriate matters relating to the child's educational progress.

**ADMISSION/DISMISSAL**

- School opens at 9.20a.m. and pupils are expected to attend school regularly and punctually. Dismissal time is 3.00p.m. except for infants who are dismissed at 2.00p.m. There is no supervision in the playground before 9.20a.m. or after 3.00p.m.

**In the Interest of Safety:**

- Pupils who cycle to school must alight at the school gate.
- All others wait outside the main door of the school.
- Lunch break is from 12. 40p.m. - 1.10p.m.
- No child is allowed outside the school gates during break periods.

**SCHOOL UNIFORM**

The uniform is very important for the image of the school and it enforces your child's association with the school. We ask you to adhere strictly to the colour scheme of the uniform.

Girls: Navy jumper, grey pinafore/skirt/dark grey trousers, blue blouse or t-shirt

Boys: Navy jumper, grey trousers, blue shirt/t-shirt.

On PE and swimming days' pupils may wear plain (no logos or stripes) dark grey/navy/black tracksuit bottoms.

**Markings to Avoid Loss:**

All personal belonging are to be marked clearly. The Board of Management does not accept responsibility for children's property.

Signed:

\_\_\_\_\_  
Fr. Ray Milton (Chairperson BOM)

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