



Phone: 4360 1012 Fax: 4360 2153
Email: prettybch-p.school@det.nsw.edu.au
Web: prettybch-p.schools.nsw.gov.au
Post: 4 Pretty Beach Rd
PRETTY BEACH NSW 2257

Absence slips for parent use

Regular attendance at school is essential for children to achieve their educational best as well as their social and psychological potential. Schools have a responsibility to closely monitor student attendance and to support families to assist in improving student attendance at school. We are refining our whole-school attendance systems to make it simple for parents to provide required information re: absences as soon as possible. To this end, we are providing families with some Absence Slips which can be stored at home and used to communicate required attendance information to staff following return from school.

Parents can also use the following means of communicating regarding student absences:

- Phone the school office on 4360 1012 to provide a verbal explanation for your child's absence
- Email the school on the following email address to provide a written explanation for your child's absence
- Use the Skoolbag App to send a form, providing an electronic copy of explanation for your child's absence.

All of these means of communication are provided to ensure that information relating to your child's absence from school is gathered in a timely manner, in a way that suits individuals or families best. Should you require more of these Absence Slips throughout the year, please contact the office to request another home bundle.

PRETTY BEACH PUBLIC SCHOOL

ABSENCE NOTE



Students are to return this note to their teacher following return to school.

Student Name:
Class:

Date/s of Absence:
Reason for Absence:

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.....
.....

Parent Signature:..... Date:.....

Teacher Signature:..... Date:.....

Reason (Teacher only):

Recorded on Sentral: yes/no

For immediate notification, please either:

- phone the office on 43601212,
- send email to prettybch-p.school@det.nsw.edu.au or
- submit via Skoolbag App

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