



# HERE FOR ME. HERE FOR YOU.

Working together to improve student attendance.

September 2018



## How absences add up over time

Missing 10 per cent or more of school days due to absence for any reason – excused, unexcused absences, and suspensions – can add up over time.

### By Grade 3:

Student is at risk in reading and numeracy development.

### By Grade 6:

Student is at risk of failing subjects.

### By Grade 9:

Student is at risk of dropping out.

## As a parent, when should I become concerned?

	<b>CRITICAL</b> 18 or more days
	<b>CONCERNING</b> 5-9 days
	<b>SATISFACTORY</b> Less than 5 days

\* per school year.



## What is *Here For Me, Here For You* about?

This year, Peace Wapiti Public School Division (PWPSD) is changing its attendance practices to help increase regular attendance at school and look at how absenteeism impacts student development.

### A three-tiered approach:

- 1. Engage** communities about the importance of regular school attendance.
- 2. Empower** schools to use data to guide and improve practices.
- 3. Eliminate** barriers to attendance through timely and effective interventions.

## Our Action Plan – Sharing our new attendance codes

PWPSD has developed new codes to track attendance that will better inform schools and help them support families in establishing positive attendance habits.

PWPSD will also improve attendance communication with parents and provide support to schools on how to work with students, parents and communities.

Our goal for this new initiative is to increase student attendance rates through improved focus, communication and cooperative interventions that will see students achieve success in school and in life.

Resource: Attendance Works, [www.attendanceworks.org](http://www.attendanceworks.org)

ATTENDANCE CODES	
<b>L</b>	Late
<b>PN</b>	Present
<b>ISS</b>	In-School Suspension
<b>CB</b>	Cancelled Bus
<b>IL</b>	Illness
<b>HA</b>	Health Appointment
<b>AB</b>	Absent
<b>OSS</b>	Out-of-School Suspension
<b>AF</b>	Absent (Family)
<b>AV</b>	Absent (Vacation)
<b>REL</b>	Released

## What the research says:

### School attendance plays a critical role in student achievement

Students must be present and engaged to learn, yet many young students are academically at-risk because of extended absences. An estimated one in 10 kindergarten and first-grade students have too many absences. The following report looks at how schools, communities and families can monitor and promote attendance, and identify and address barriers to good attendance.

[Present, Engaged and Accounted For: The Critical Importance of Addressing Chronic Absence in the Early Grades](#)





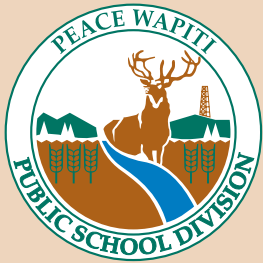
**HERE FOR ME.  
HERE FOR YOU.**

**PEACE WAPITI PUBLIC SCHOOL DIVISION**

# ATTENDANCE CODES

**Working together to improve student attendance.**

**2018-2019**



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### NEW 2018-2019 ATTENDANCE CODES

Code	Description	Present/ Absent Code	Notes
	Present	Present Code	Default attendance code for students in class.
<b>L</b>	Late/Leaving Early	Late	The student arrives to class more than 10 minutes after the start time. <ul style="list-style-type: none"> <li>• If they arrive even one minute prior to the end of class, use this code.</li> <li>• This code can also be used to identify students who leave school early for any reason.</li> </ul>
<b>PN</b>	Present Non-Instructional	Present Code	The student is in the infirmary or engaged in school-sponsored extracurricular activities. This includes attendance at school sporting events.
<b>ISS</b>	In-School Suspension	Present Code	The student is serving an in-school suspension for disciplinary reasons and is receiving instruction.
<b>CB</b>	Cancelled Bus	Present Code	The student is out of school because of transportation, weather, or infrastructure barriers.
<b>IL</b>	Illness	Absent Code	The student is out of school due to personal physical/mental health or injury.
<b>HA</b>	Health Appointment	Absent Code	The student is away for any type of health-related appointment, including all medical/dental appointments.
<b>AB</b>	Absent	Absent Code	The student is out of school due to truancy or unknown reason.
<b>OSS</b>	Out-of-School Suspension	Absent Code	The student is serving an out-of-school suspension. The student is not receiving instruction at the school.
<b>AF</b>	Absent Family	Absent Code	The student is out of school for religious or family reasons. Family reasons include lack of child care for a parenting student, extracurricular activities not sponsored by the school, care of a sick relative, legal proceedings, and bereavement/funeral.
<b>AV</b>	Absent Vacation	Absent Code	Family or student vacation.
The following attendance code is only applicable to Grades 10, 11 and 12 students at Beaverlodge Regional High School and Peace Wapiti Academy, as participants in the High School Redesign/Flex Project.			
<b>REL</b>	Released	Present Code	Students are not expected to be in attendance.