



# BLUE HAVEN PUBLIC SCHOOL

## BASE Initiative 2022



Blue Haven Public School would like to introduce our new school attendance initiative.

**BASE - Be At School Every day!** When your child attends school every day, learning becomes easier, and your child will build and maintain friendships with other children.

The purpose of BASE is to promote the importance of attendance at school every day. It is an initiative of our Strategic Improvement Plan 2021 -2024 (Strategic Direction 2). We aim to recognise and celebrate positive attendance and will be focussing on: Improved attendance, including the importance of arriving on time.

### Arriving at school and class on time

- Reduces anxiety and provides students with the important information relevant for that day
- Ensures that students do not miss out on essential learning activities scheduled early in the day
- Helps students learn the importance of punctuality and routine
- Give students time to greet their friends before class
- Reduces classroom disruption
- Reinforces that education is important and valued by parents

Lateness is recorded as a partial absence and is required to be explained by parents.

### How it fits with the Department of Education goals and policy

The Department of Education has a goal of 95% attendance for every student. Following an absence from school, you must ensure that within 7 days you provide your child's school with a verbal or written explanation for the absence. However, if the school has not received an explanation from you within 2 days, the school may contact you to discuss the absence. When no reason is provided, they are recorded as an 'unexplained-unjustified absence'. These contribute to your child's overall attendance rate.

### What if my child has to be away from school?

At Blue Haven Public School, we acknowledge that your child may have to be absent from school. If your child is absent, an explanation is required to be provided within 7 days of the absence. Justified reasons for student absences may include:

- being sick, or having an infectious disease (e.g., Positive COVID-19 Test, cold or flu-like symptoms)
- having an unavoidable medical appointment (students should attend school before or after appointments when possible)
- being required to attend a recognised religious holiday
- exceptional or urgent family circumstances (e.g., attending a funeral)
- approved Principal's leave for family holidays during the school term (applied for at the office)

Children should be at school if their birthday falls on a school day.

### How does BASE – Be at School Every day operate at Blue Haven Public School?

The Attendance Team has created the initiative to promote a system of support for the parent/caregivers who are finding it hard to motivate their children of a morning. It is a positive initiative to encourage students to want to be at school, reducing the stress parents might face in the morning. The Attendance



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Team visualise that Blue Haven Public School is your child's home away from home, and every student looks forward to being at their 'BASE'!

The Department of Education has a goal of a 95% attendance for every student. For our school, this is an aspirational target. We want to support our students to each have an improvement over the remainder of the year. We recognise children's health and wellbeing will impact attendance percentages.

## **Current Plan for Term 2**

**Week 9** – On Wednesday, if you are connected to Sentral Parent Portal, you will receive a message from your child's teacher, informing you of your child's current overall attendance percentage. The intention is to inform parents of their children's attendance data, so that we can work together to set individual improvement targets.

**Week 10** – We are launching our BASE initiative and introducing one of many rewards that will follow during the year. In Week 10, all students who are at school on time, every day will receive a special treat. This week we are focusing on 'arriving to school on time'. If there is anything we can do to help please contact us at school and we will happily assist. While children's health and wellbeing may impact their attendance during the week, which may cause them to miss out on this reward, there will be plenty of other rewards that they can succeed with in the future.

## **Future Plan for Term 3**

We have lots of rewards and incentives on offer from weekly whole school class winners, ice blocks, canteen vouchers, a BASE Prize Box and much more.

### **Attendance Rewards Chart**

In Term 3, each student will have an Attendance Rewards Chart that they keep at school in their classroom. They will receive a stamp on their chart if they were at school each day and arrived on time for that week. Every student that receives 7 stamps within the school term, will use the Attendance Rewards Chart as a ticket for the end of term reward session. This should allow for children who are unwell at various stages throughout the term, to still be able to be successful.

### **BASE Bucket Draw**

The Attendance Team has a bucket with every student's name inside. Each week on a random day, a member from the Attendance Team will draw a lucky winner. If that student is at school and sitting in Dolphin Cove, they will receive a prize from the BASE Prize Box. Our overall goal is to support you and your child with attendance. We want every child to be at school every day when they are well. If they are sick, they need to stay home and get better. As always, if you have any questions or concerns, please reach out to the school via email at [bluehaven-p.school@det.nsw.edu.au](mailto:bluehaven-p.school@det.nsw.edu.au) for us to be able to contact you.

Kind Regards,

The Attendance Team