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M	<p>The School has implemented the following systems and procedures in order to monitor the daily attendance of students and identify absences from the School:</p> <p>Rolls marked in each class, including morning tutor groups. Unexplained absences followed up by Student Services. Late arrivals required to register with Student Services before proceeding to class</p>
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	<p>Moama Anglican Grammar has processes in place for monitoring student attendance data.</p> <p>Refer to our Student Achievement Data policy.</p>
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	<p>The School has implemented the following systems and procedures to follow up on unexplained absences from School:</p> <ul style="list-style-type: none"> • Where an absence has not been explained by 11 am a text message is sent to the student's parents/guardians notifying them of the absence and requesting them to immediately contact the School. • Where the absence remains unexplained the matter will be reported to the Head of Primary (Primary) or the Year Level Coordinator (Secondary) for investigation and follow up. • Where parents/guardians repeatedly fail to inform the School of absences the Head of Primary (Primary) or the Year Level Coordinator (Secondary) will contact them directly to seek an explanation and to remind them of their obligation to report absences. • All information in relation to unsatisfactory attendance is recorded on students' files and is also available for parents/guardians on SEQTA Engage.
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