

SCHOOL DISTRICT NO. 48 (SEA TO SKY)
REGULATION SERIES 500 - STUDENT PERSONNEL

R 501 STUDENT ATTENDANCE
R 501.1 Student Attendance

This Regulation provides more specific direction for the management of student attendance and records.

1. Attendance Procedures

- 1.1 Each school is expected to establish student attendance expectations and procedures which will encourage and support regular and prompt attendance.
- 1.2 It is expected that these attendance expectations and procedures will be clearly communicated to all students and parents.
- 1.3 There should be regular communication between home and school regarding student attendance.

2. Attendance Records

- 2.1 Schools are expected to maintain daily registers as a means of recording the attendance of students.
- 2.2 The attendance data collected should be in accordance with the Ministry of Education data collecting systems (Ministerial Order, M152/89 under the authority of the *School Act*).
- 2.3 At the end of each school year, all completed registers are to be forwarded to the School Board Office for permanent storage.