



TrackEd Attendance Summaries

Your attendance for the year as detailed in your TrackEd profile is for the total number of days you have attended school or been involved in school related activities during school hours. The activities that **do not** count as an absence and are considered 'approved' absences include:

- school excursions
- representative sport (organised by the school)
- work experience (approved by the school)
- TAFE or apprenticeships

Other events that will **not** be counted as absences include natural disasters, agreed exemptions or health events such as those experienced in 2020 when learning moved online briefly with COVID-19 restrictions.

Things that **will** count as absences on your school record, regardless of whether they are 'explained' (where a reason for an absence has been provided) or 'unexplained' (where the school has no information about why an absence has occurred) are as follows:

- illnesses and medical appointments
- absence due to funerals, legal matters, religious observances or sorry business
- family reasons, holidays, birthdays, shopping trips
- non representative sporting events
- suspensions
- truancy

The TrackEd Attendance Summary will sometimes be a one-page document that shows your percentage attendance. It may also come as a two-page document where the second page provides a detailed list of all absences along with the reasons provided. If you note inaccuracies with this information please get in touch with the school's attendance officer via the following email address: attendance@pimpamassc.eq.edu.au

The Attendance Summaries are generally sent out in week 6 of each term and give an indication of the level of attendance for the year to date. This usually covers the first 5, 15, 25 and 35 weeks of the school year. As the year progresses, you may receive information comparing each term's attendance which can be a good way to judge your progress across the year.

Daymap will always give the most accurate account of your day to day attendance at school as it measures individual periods of time whereas OneSchool and TrackEd measure absences as full and half day increments. Ideally you should have no 'unexplained' absences listed in Daymap so if you are ever unwell or away from school for another reason you should have your parents/carers provide that information to the school for our records. Keep track of your Daymap attendance and make sure it is accurate. See your Student Advisor or class teacher if you notice any discrepancies.

Be sure to investigate the Queensland Government website <https://education.qld.gov.au/initiatives-and-strategies/initiatives/every-day-counts> if you would like to see the research behind school attendance or ideas regarding how to improve attendance.

For further information about the school's attendance policy visit the school website <https://pimpamassc.eq.edu.au/>

The best way to correct attendance details and provide a reason for any historical student absences is to contact the school's attendance officer via email attendance@pimpamassc.eq.edu.au including all details in your email.

To discuss barriers to attendance with school staff please get in touch with the relevant year level Student Advisor or other support staff within the school.