



March 17, 2023

Dear Jackson Families,

As we approach the fourth and final quarter of the school year, we would like to remind families about the significant factor attendance plays in student success. In addition to missed classes, poor attendance includes students arriving late to class, taking extra-long bathroom/water breaks, leaving class early, etc.

Not only does poor attendance increase the likelihood of student disengagement and failure, but it may also be an indicator of an underlying issue (ie. anxiety, addiction, lack of sleep, bullying, learning difficulties, social problems, etc.). It is critical that we work together to support students with attending all of their classes each and every day. Similarly, if a student is struggling with attendance, it is important that we work together to determine why they are struggling and formulate a plan to support them.

We realize that for many of our students, attendance is not an issue. However, to facilitate better communication between school and home and increase student accountability, the following changes to our attendance procedures will be implemented when we return from spring break.

**1) Parent email notifications by the block**

Parents will be notified by email within the first 20min-30min of each class if their child is not in attendance or arrived late.

**2) Late slips**

Students who are late to class (arriving after the second bell rings) will be required to get a time stamped late slip from the office first.

**3) Student discipline**

Students who are late or missing class time, on a consistent basis, may be subject to a variety of interventions aimed at improving their attendance. Progressive discipline may play a role as well.

As a parent, we are looking for your support by ensuring that you communicate with the office by phone (250) 832-2136 or email [jjj@sd83.bc.ca](mailto:jjj@sd83.bc.ca):

- if your child is going to be absent or late.
- if your child will be signing out early.
- If you have any questions or concerns about an absentee email notification you may have received.

We have outstanding students and staff at Jackson and an extremely supportive parent community. Have a wonderful Spring Break and thank you for your help as we try to implement changes that encourage better attendance and ultimately increased student success.

Sincerely,

Gord Ritchie (Principal)

Rhys Waters (Vice-Principal)