



School Rules

It's good to have our students:

- on time
- phone at home or in their locker
- bring all their school supplies

As a parent/guardian you can provide great support in this regard.

Presence

Why strict on attendance?

- Together with you as parents/guardians, we want to ensure that the students are present at school so that they can:
 - a) develop to their full potential;
 - b) receive our support in this process.

We have observed that students' results and grades decline as their absence increases. We expect our students to be at school and sincerely hope for your cooperation as parents/guardians to achieve this.

What types of absence do we have?

Unauthorised Absence

- Late arrival
- Truancy: missing a lesson without a reason (including forgetting to report sickness)
- Unapproved leave

Authorised Absence

- Reporting sickness on time via the OGVO app
- Appointments with doctors/orthodontists, etc., that are timely communicated via the OGVO app
- Approved leave

Actions regarding unauthorised absence

Late Arrival = **Report earlier the next school day!**

Grades 1 and 2: Report at 8:30 AM in room J108.

Grade 3 and higher: Report at 8:00 AM at the senior college reception.

Truancy:

Your child will make up the missed time double after school on the same day. The student will receive a notification in their school email. We will inform the parents/guardians.

Unapproved Leave:

We will immediately involve the compulsory education officer.

Too much unauthorized absence

Step 1

First, you will receive a warning letter.

Step 2

If this does not lead to improvement, the school will contact the attendance officer of your municipality.

Comments on authorised absence

- Is your child sick? If so, please report your child as sick via the OGVO app **before 8:00 AM.**
- Also, remember to report your child as recovered via the OGVO app before the start of the school day.
- If your child has been reported sick 4 times within 12 weeks or is sick for more than 6 consecutive days, the school will consult the youth doctor from the GGD. National criteria have been established regarding this, which we adhere to. You will, of course, be informed about this.
- Please try to schedule excused absences (appointments with the dentist, general practitioner, etc.) outside of school hours as much as possible. **If this is not possible,** please notify the school promptly via the OGVO app.