



CHIEF PASKWA EDUCATION CENTER

PO Box 10, Pasqua First Nation, Saskatchewan S0G 5M0

Phone: 306-332-1588 - HS Phone: 306-332-1571 - Fax: 306-332-1593

Email: cpec@pasquaeducation.com - Website: pasquaeducation.com

Dear Families.

Chief Paskwa Education Center (CPEC) has started another new school year. We are so excited to be working with your children and look forward to nine months of achievement and life success. To support success for your children we will be following the *Attendance Strategy and Intervention Plan* detailed below.

Chief Paskwa Education Centre Attendance Strategy and Intervention Plan

School attendance is both a right and a responsibility. The CPEC Student Success team (CST) actively partners with students and parents/guardians in the task of ensuring students meet or exceed the attendance expectations. CPEC staff recognizes that consistent attendance, academic success, and school or grade completion have a positive correlation. The Attendance Strategy and Intervention Plan aims to provide direction and to work towards student success.

Students who are enrolled in the high school (grades 10-12)

- After **5 unexcused** course absences (5.4 hours) **the homeroom teacher will contact home** to inform the parents/guardians. The student will meet with the homeroom teacher to discuss attendance. Members of CPEC Student Success team will also be involved (Student Success Coach, School Counsellors, Admin, Inclusive Ed. Coordinator)
- After **10 unexcused** course absences (10.8 hours) **a designated CPEC Student Success team member administrator will contact the parents/guardians by either phone, e-mail, home visit or video call** to discuss the student's attendance. A formal letter will be sent to the parents/guardians as a follow up to the CPEC Student Success Team meeting, to indicate that the student is at risk of repeating the course because they will not be able to meet all the outcomes. If the absenteeism persists, students are placing themselves at risk of being withdrawn from the course.
- After **15 unexcused** course absences (16.3 hours), **a designated member of the CPEC Student Success Team will meet with the student and will contact the parents/guardians by phone, e-mail, home visit or video call to set up a formal meeting.** The student and his/her parents/guardians will meet with designated members of the CPEC Student Success team to discuss attendance at the school, by video call or phone call, **and an attendance agreement will be**

developed. A copy of the agreement will be sent home with the parents/guardians as a follow-up to the meeting. This letter may indicate that the student is at risk of repeating the course because they will not be able to meet all the outcomes, and if the absenteeism persists, they are at risk of being withdrawn from the course.

- After **20 unexcused course absences** (21.7 hours), a designated member of the CPEC Student Success Team will meet with the student and involve the parents/guardians by phone, e-mail, home visit or video call. A formal letter will be sent to the parents/guardians as a follow-up to the CPEC Student Success team meeting, to indicate that **the student has been withdrawn from the course.** A student who has been withdrawn from a course may re-enroll in that course the next semester or when it is offered the following year if the issues regarding absenteeism have been addressed.

Excused Absences:

Students are expected to have a parent/guardian contact the school if they are absent. Please call 306-332-1571 (C.P.E.C.H.S.), text the teacher directly or send an email and indicate the reason for the absence, such as an illness, an appointment, funeral, etc.

The PFN Education Authority firmly believe that missing more than 20 hours of instruction time in any course, severely affects their ability for students to adequately meet the outcomes of that course. Working closely with home, while keeping the lines of communication open by adhering to our Attendance Strategy and Intervention Plan, we hope to create a positive culture, where students and families embrace the importance of good attendance and will reap the benefits from their participation and their presence.

If you have any questions, please call:

Jason Desjarlais, Vice Principal at 306-332-1571 (high school) or 306-527-0969 (cell phone).

A handwritten signature in blue ink that reads "Jason Desjarlais". The signature is written in a cursive style and is positioned above a light blue rectangular background.