



Attendance Policy

1. Reporting Absences

If your child will be absent, parents or guardians must inform the school as soon as possible.

You can report an absence via:

Phone: (010) 591 8822

Email: info@mickymouseschools.co.za

Please include:

- Child's full name
- Reason for absence

2. Excused Absences

The following are considered valid reasons for absence:

- Illness
- Medical appointments
- Family emergencies
- Religious observances

We ask parents to keep the school informed to ensure proper records are maintained.

3. Unreported Absences

If a child is absent without notification, the absence will be recorded as unreported.

Consistent communication is important to ensure the safety and wellbeing of all children.

4. Early Release

If your child needs to leave early:

- Inform the school in advance where possible.
- Ensure the child is collected by a parent/guardian or authorised person.
- Sign the child out at the school

This ensures proper supervision and accountability at all times.



51 Flora Street, Comptonville

Johannesburg South



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4. Late Arrival (Tardiness)

Arriving on time helps children settle into the day smoothly and participate fully in activities.

Children who arrive late may miss important parts of the daily programme.

We encourage all parents to ensure children arrive within the scheduled school hours.

6. Parent Responsibility

Parents and guardians are responsible for:

- Ensuring regular attendance.
- Informing the school of absences.
- Maintaining updated contact information.
- Supporting their child's daily routine.

7. Our Responsibilities

As a school, we are committed to:

- Monitoring attendance records.
- Communicating with parents where necessary.
- Supporting families to maintain consistent attendance.
- Ensuring a safe and structured environment.

8. Our Commitment to Your Child

At Micky Mouse Schools, we work together with parents to create a consistent, stable, and nurturing environment where every child can grow and thrive.

Regular attendance plays an important role in your child's success, and we appreciate your cooperation in supporting this.



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