## Innisfail State College
# Same Day Student Absence Notification

### Contact details
- It is vital that the school has current contact information at all times. Please contact the college on 4078 0222  or email studentabsence@innisfail.eq.edu.au to update any change of details. These details include parent/carer's name, address, phone numbers, email address and emergency contact details.

### Absence notification process
- Please remember to call the school on 07 4078 0222 (press 1) or email studentabsence@innisfail.eq.edu.au early in the morning if your child is going to be away or late for school so your child's absence can be recorded correctly.

### Same day notification
- Our school will contact parents as soon as practicable on the day via SMS if a student is not at school and we don't know why.  If you are advised by the school that your child is away without a reason, please contact us as soon as possible by calling 07 4078 0222 or email studentabsence@innisfail.eq.edu.au to let us know where your child is. We will follow-up with parents if no response is received.

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### THIRD PARTY CONSENT

Innisfail State College utilises ID Attend to track and monitor student attendance. This system generates an automated text message to alert parents/carers of any unexplained absence of students. The information collected by this system will only be accessed by applicable departmental personnel. Any information collected by this system will not will not be shared unless the parent/carer consent is given or it is required by law.

I, _____ parent/carer of, _____ acknowledge that Innisfail State College utilise ID Attend to fulfill their legislative requirement of advising parents/carers when their child is absent from school without explanation as soon as practicable on that day, allowing for parents/carers to respond before the end of the school day.

Please find as follows current contact information.

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|---|---|
| SMS Notification Contact 1 *Name | |
| *Mobile Number Other Contact Details (i.e. email/home) | |
| SMS Notification Contact 2 Name (if applicable) | |
| Mobile Number Other Contact Details (i.e. email/home) | |

*Required Fields

Parent/Carer Signature: _____          Date: _____