

- c. In the event of a repeated absence from class/school without permission, the student will not be permitted to attend school again until both parents and student have met with the Deputy Principal or Principal.
19. Students are encouraged and supported to participate in all of the subjects on their timetable. However, in the event that a student wishes to opt out of a subject for whatever reason, the following procedure will apply:
- a. The parents must put the request in writing to the Principal
 - b. The Principal will engage in consultation with the parent(s) and student or the student (if over 18 years)
 - c. The parent(s) and student will be offered the following arrangements:
 - i. The student continues to study the subject allocated
 - ii. The student remains in class but does not participate in the subject
 - iii. The parent(s) arrange for the collection and supervision of the student for the relevant class periods (if the arrangement of remaining in class but not participating in the subject is unsatisfactory)

Rewards for Good Attendance

1. Any student with full attendance for a term will receive a certificate.
2. Any student who misses 1 or 2 days in a year will receive a certificate on Prize Day.
3. Any student with full attendance for the year will receive a medal on Prize Day.

Punctuality

A good record of punctuality is an essential part of any student's preparation for life as well as being essential to the smooth running of the school and to the continuity of teaching and learning.

1. All students are required to be in school every morning at 8.55 a.m. and in class every afternoon at 1.15 p.m.
2. Students who arrive late for school in the morning or afternoon must sign the late book and receive an admittance slip before entering class.
3. If a student has a persistent latecoming record contact will be made with his/her parents.
4. Students may be put on detention for persistent latecoming.
5. Students may be placed on the Community Service Programme for persistent latecoming.