

## Year 10 Assessment and Absences Alert

Dear Parent/Guardian

This Alert is an indication from classroom teachers that there are concerns regarding the number of absences that have accumulated and/or assessment not completed.

Students are regularly reminded of this obligation and are required to present notes of explanation on return to college following each absence.

These Alerts are generated to encourage students:

1. to review and provide written explanation of any legitimate absences and
2. to negotiate with the relevant teacher/s to complete or submit work to ensure that they have met all assessment requirements.
3. Also, on the attached alert if under the reason it states **BOTH**, then an alert was generated for assessment and attendance concerns.

I would encourage you to contact your child's link teacher during college hours on 614 22977.

We look forward to working with to resolve any concerns.