

022a. Student Attendance and Absence – Primary and Lower Secondary

In Denmark, parents have a legal duty to provide education for their children.

Research shows that poor attendance affects students learning, social development, well-being and chances to fulfil their potential. High student absenteeism is not just a problem for the individual student, however. It also affects the teachers' planning of the day, class cohesion and therefore the school as a whole.

Being a student at the European School Copenhagen is a privilege, and we therefore expect both students and parents to respect the level of attendance required for the school to maintain its high standard.

Attendance registration

The school is responsible for monitoring and maintaining records of the attendance of students. In Primary, attendance/lateness is registered every morning in the first lesson. In Secondary, attendance/lateness is registered at the beginning of every lesson.

Late attendance

Students are not only expected to attend school but also to arrive punctually and be ready to start class on time. Late attendance is recorded by the teacher and parents will be contacted in the event of persistent lateness.

School holidays

Students are expected to take their holidays during the official school holidays.

Any additional leave requests must be directed to the school's management.

If special leave is granted, it is always the responsibility of the parents to ensure that their children keep up with schoolwork. There can be no expectation upon the teachers to provide special homework for students who are absent.

Absence that has not been authorised by the school and is not due to illness, is recorded as "unlawful/illegal absence" (ulovligt fravær).

Illness

In case of illness, the relevant teachers must be notified via message in Aula. The school may request a doctor's note if students are absent due to illness for an extended period.

Appointments during school hours

Parents/carers should try to organise dental and other appointments outside school hours. If this is not possible, appointments should be arranged so that they create the least possible disruption to the school day for the student and the rest of the class (e.g. morning or afternoon). The student is expected to attend class for the rest of the day.

In advance of the appointment, parents/carers must notify the teacher, whose lessons are affected.

Work-related leave

In special cases, the school may grant up to three months leave to students whose parents are on a work assignment abroad. The leave must be documented and approved by the Municipality of Copenhagen and the student must attend school in the host country. Applications may be denied if granting the leave raises concerns for the child's welfare and/or learning.

Concerns about attendance

The school is focused on reducing absence and ensuring that all students progress and develop. If there is cause for concerns about a student's absence, therefore, the relevant teachers or management will contact the parents/carers to address the patterns of absence.