

Attendance & Discipline System

School Administration

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Designs an attendance and discipline system — attendance capture and parent alerts for absentees, a positive-discipline framework, graded consequences (no corporal punishment — it is banned), and records — so attendance is monitored and behaviour managed lawfully and fairly. Use it to run day-to-day discipline. For bullying use the Anti-Bullying & Behaviour Policy tool.

Purpose of this tool & output

Track attendance and manage behaviour fairly

How the output is used

Use the system to track attendance and manage behaviour fairly.

Important cautions

Corporal punishment and mental harassment are banned under RTE and law; discipline must be positive and lawful. Same-day absentee alerts to parents are a child-safety essential.

Companion documents

- Child Protection & POCSO Policy
- School Safety & Security Plan
- Student Counselling & Wellbeing Program
- Anti-Bullying & Behaviour Policy
- School Health & Medical Plan
- School Transport Safety Plan

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.