

Instructions for the classification of absences/RECOMMENDATION OF THE MINISTRY OF EDUCATION AND CULTURE

ABSENCE RELATED TO HEALTH REASONS

The pupil is physically absent from school (due to illness or an event/appointment related to physical and/or mental health care, e.g. dentist, therapy or surgery) or has been temporarily exempted from completing the curriculum of a subject for health-related reasons (section 20h of the Basic Education Act). The absence can be recorded by a guardian or a teacher based on a notification received from a guardian.

PRE-REQUESTED LEAVE

Leave requested by a guardian in advance, including individual lessons and school days (holiday trip, absences related to hobbies, staying with a remote parent). The absence is recorded by a teacher on the basis of information/a request submitted by a guardian.

OTHER AUTHORISED ABSENCE

Used only in cases where the absence does not fall under any other category (e.g. section 36 of the Basic Education Act, self-quarantine, unexpected family situation). Recorded by a guardian or teacher.

UNAUTHORISED ABSENCE, EXPLAINED

An absence classified as unauthorised, but explained by a parent or teacher (truancy or tardiness longer than one lesson).

UNEXPLAINED ABSENCE

The school does not know why the child is absent. The absence can be explained by a teacher or guardian, after which the category can be changed.

Other school work, present

The child is physically at school, but absent from a lesson with permission (student welfare services, student association tasks, guidance counsellor, etc.) NOT COUNTED AS AN ABSENCE IN STATISTICS.

Studying elsewhere

The pupil is physically absent from school, for example while attending a hospital school, or their education is otherwise arranged under special provisions (section 18 of the Basic Education Act). NOT COUNTED AS AN ABSENCE IN STATISTICS.

Tardiness

Instances of tardiness shorter than one lesson are recorded as lesson attendance entries (number of minutes). NOT COUNTED AS AN ABSENCE IN STATISTICS.